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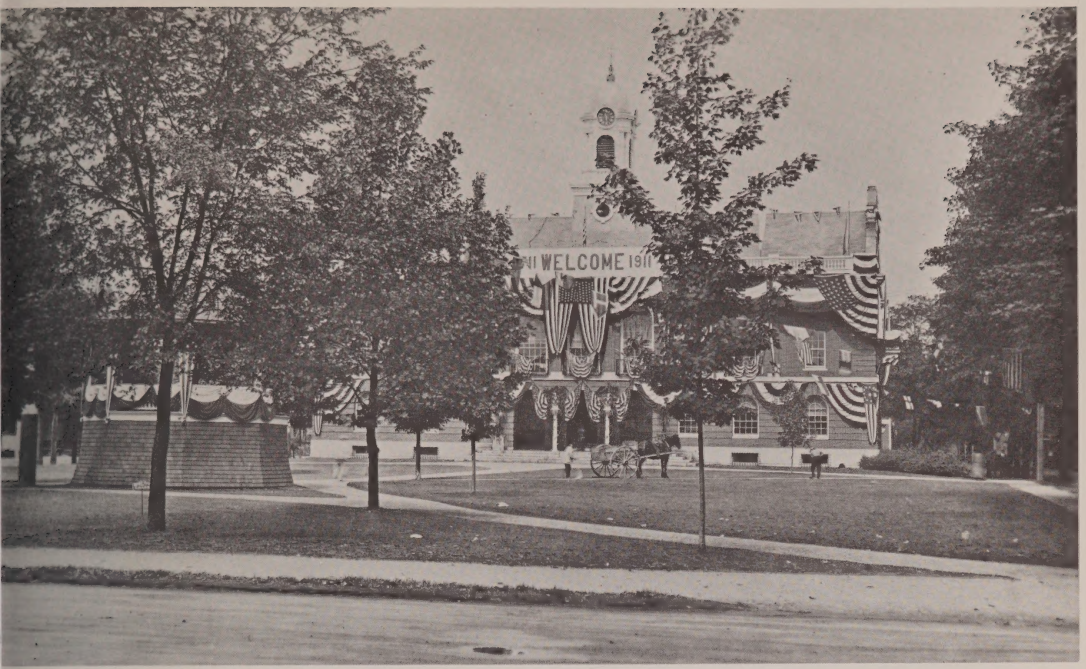

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Needham

2566

1985 Annual Report

Our Town

SITUATION:
About 10 miles southwest of Boston
Geodetic position of Town Hall:

Latitude 42° 16' 51.567" North
Longitude 71° 14' 13.048" West

POPULATION:
27,901 (1980 Federal Census)

AREA:
Approximately 12.75 square miles

ELEVATION:
35 feet above sea level at Rosemary Meadows,
180 feet at Needham Square, 300 feet
on Birds Hill.

ASSESSED VALUATION:
$1,396,304,180. Real Estate only
29,144,560. Personal Property
$1,425,448,740. Total

TAX RATE:
For the period from July 1, 1984 - June 30, 1985:
$7.62 General, $8.52 Schools Total $16.14

TOWN HALL:
Built in 1902. Phone 444-5100.

OFFICES OPEN TUESDAY EVENING:
Offices of Selectmen, second and fourth Tuesday;
Office of Town Clerk, second and fourth Tuesday;
Planning Board, every Tuesday;
Assessors, first Tuesday and every Friday Morning.

SENATORS IN CONGRESS:
Edward M. Kennedy
John Kerry

REPRESENTATIVE IN CONGRESS:
John J. Moakley of Boston
(Ninth Congressional District)

STATE SENATOR:
David H. Locke
(Norfolk, Bristol and Middlesex)

REPRESENTATIVE IN GENERAL COURT:
Ellen M. Canavan
(13th Norfolk District)

MEMBER OF GOVERNOR'S COUNCIL:
Christopher A. Iannella, Jr.

QUALIFICATIONS FOR REGISTRATION AS VOTERS:
Must be 18 years of age, American born or fully naturalized. Registration Monday through Friday 8:30 a.m. to 5 p.m., second and fourth Tuesday evening, at Town Clerk's office;
Special evening sessions of Registrars held preceding elections.

ABSENTEE VOTING:
All elections.

DOG LICENSES:
All licenses expire March 31.
A dog should be licensed when 3 months old.
Fee: Male $4.00; Female $7.00; Spayed $4.00.

TAX BILLS:
Tax bills are paid semi-annually.
First payment is due on November first, or thirty days from mailing of bill, whichever is latest.
If unpaid by due date, interest will be added according to law from October 1.
The second payment is due on May 1.
If unpaid on May 1, interest will be added according to law from April 1.
Motor vehicle excise are due sixty days from date of issuance.
Water Bills are due thirty days from date of issuance.

BOARD OF HEALTH:
Households shall report to the Board of Health all cases of communicable diseases, unless a physician is in attendance.

WITH GRATITUDE FOR DEDICATION TO COMMUNITY SERVICE. . .

Name	Department	Years of Service
Allen, John	Town Hall	11
Barnes, Virginia	School	10
Barris, Robert	Hospital	11
Boden, Jeanne	Hospital	33
Brady, Edward	Fire	23
Cyr, Richard	Police	21
Donovan, Joseph	Hospital	12
Dwyer, Dorothy	School	15
Flagg, Edwin	School	12
Gavel, Ronald	Fire	22
Hinchey, John	Fire	16
Jaros, Francis	School	15
Lane, June	Hospital	18
LeBlanc, Mary E.	Hospital	15
LeComte, Mariette	Hospital	20
Miller, Robert	Fire	28
Montisano, Frances	School	11
Papale, Constance	Hospital	11
Rosenfeld, John	Building	8
Snow, Constance	Hospital	19
Trudeau, James	Fire	26
Tucceri, John J.	Public Works	14
Volpe, Americo	School	7
Whethan, Catherine	School	11

IN MEMORIAM. . . .

Retirees. . . .

Cheney, Frank	D.P.W.	25
Coburn, Helen	School - Secretary	16
Estele, Ekberg	D.P.W.	17
Glidden, Eben	School	4
Harrington, Ruth	Hospital	14
Hunt, Muriel	Accounting	26
Kershaw, Lester	School	14
Lawson, Walter	Hospital	14
MacPherson, Hugh	School	17
Rud, Irma	Hospital	16
Sullivan, Elsbeth	School	27
Tettke, Helen	Town Hall	8
Volpe, Leonardo	D.P.W.	8

Active Employees. . . .

Madden, Arnold	Hospital	8
Pinto, Nelson	Hospital	12

1986 marks the 275th Anniversary of the incorporation of the Town of Needham. Sidney A. Diamond and Henry F. Hicks have prepared "HISTORY IS. . . ." a description of activities which took place many years ago compared with similar activities which we experience today. In keeping with this presentation, the photographs and historical paragraphs used throughout this report are taken from Needham's Bicentennial Celebration, September, 1911. Special thanks to Mr. Diamond and Mr. Hicks for their contribution. Appreciation is extended to the Needham Historical Society for the Bicentennial photographs and materials.

Committee.....David W. Owen, Jane A. Howard Photographer .....Robert Roman

Appreciation is extended to Theodora K. Bertolet, Town Clerk, for her assistance with the compilation of lists in the reference section.

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SPECIAL

"History Is. . . ." 4

HISTORY IS . . . . . .
BY Sidney A. Diamond and Henry F. Hicks

1711 1911

THE TOWN OF NEEDHAM

MASSACHUSETTS

will celebrate this year, with fitting exercises, its

BICENTENNIAL

You are cordially invited to be present Sunday, Monday and Tuesday, September 17, 18 and 19, 1911

The program will include a civic and trades parade, sports and children's entertainment, historic exhibit, reception, historic addresses, banquet and ball

There will be room for everyone, and the committee hopes that you will be able to join with them in making the observance a success

The subscription to the banquet has been placed at two dollars. In order to determine the number of covers to be laid, notice of your intention to attend will be necessary

The tickets to the ball will be one dollar each

WILLIAM G. MOSELEY, Chairman
THOMAS SUTTON, Secretary

History always is the same, but it remains somewhat different!

History is **now,** as well as **then.**

Most of all, history is **people!**

History changes its outward appearance in dates, and customs, and clothes. But rarely in principles, objectives, and reactions.

THEN: In 1711 our early settlers came from Dedham. Set up an agricultural community. And "agricultural" it remained, until the mid-19th century. Then the railroad came to West Needham. Changed the center of the Town by the 1850's. In the 1880's trolley cars moved Needham into a suburban bedroom community. World War II and Route 128 transformed it into a bedroom/industrial mix.

NOW: Today the people of Needham are greatly organized. Nearly 100 clubs, service groups, associations, hobby outfits, compete for citizen attention and time.

THEN: From Colonial times onward most municipal services were performed by volunteers. Even the Town constables were volunteers. There were no police officers. There was an organization for The Apprehension of Horse Thieves, and a volunteer fire department.

Groups were organized as self-help or self-improvement societies, or for a particular cause. The Needham Women's Suffrage League was formed in 1873. In 1886 The Women's Christian Temporance Union was formed. Other organizations: The United Order of the Golden Cross — the easiest, cheapest, safest, and surest method of providing for the future of the family; the Sons of St. George and other ethnic groups; various Needham Farmers and Mechanics Associations, aimed at encouraging both social and home training.

The Ancient Order of United Workmen, The Knights of Honor, raised a large amount of money in the Town of Needham, in 1878, to help fight a Yellow Fever epidemic then raging in Tennessee and Kentucky.

There also were the Masons, the Odd Fellows, the Knights of Columbus, and a myriad of others!

NOW: Needhamites always have been generous and compassionate in the face of illness, tragedy, and disaster. Earthquakes in Mexico; mud slides in Colombia; the plight of the hungry and the homeless in Boston. Even in Needham itself: wind storms, blizzards, fires, personal tragedies, are mitigated by the efforts of religious groups, the Red Cross, the Needham Community Council.

THEN: During the 1918 influenza epidemic hundreds in Needham — ignoring personal danger and possible death — fe and provided nursing care to victims. Eve before the entry of the United States int World War II the community sent exten sive aid to Great Britain. During that Wa there were active civilian air spotters, i addition to the many who served in the mili tary forces. A spotter position on the top o Birds Hill was maintained 24 hours a day, days a week, as long as there was any pos sible threat of enemy aircraft near or ove Needham.

NOW: More and more citizens and neighborhood groups are concerned about addi tional urbanization developments an problems in Needham.

THEN: Needham always has been pre occupied with transportation needs. Need ham has 11 miles on the borders of th Charles River, but there are waterfall entering and leaving Town. The early set tlers, in an attempt to bypass the great ben in the River, built one of the earliest canal in the United States in the 1630's.

Needham still doesn't have a direct roa into the City of Boston! But next year wil see the restoration of direct rail service.

NOW: Needham citizens take vocal stands in political, economic, and world issues.

THEN: On April 19, 1775, over 18 Needham men responded to the Lexington Concord alarm, even though Needhan wasn't immediately in peril. There wa strong support of Prohibition.

And although the community had limited population of blacks in the 1840' and 1850's, many Needhamites joined Th Free Soil Party. They became active in th Abolitionist movement. Rallies were held throughout the Town, protesting th various slave-catching laws which had bee passed. The message to the outside world was clear: We won't let any runaway-slave catcher come into our Town!

'Tis said that nothing is more constan than change.

But even while changing, things ca remain constant!

Board of Selectmen

. Phillip Garrity, Jr., Chairman, Sally B. Davis, Norman P. Jacques, Marcia M. arleton, David F. Eldridge, Jr., David W. Owen, Executive Secretary.

rpose:

The Board of Selectmen is the executive anch of Needham's Town government, ughly equivalent to a mayor in a city vernment. In its executive capacity, the oard of Selectmen is empowered by state atutes to implement and administer the cisions of Town Meeting and to establish olicies and procedures for the coordina- on of the operations of Town government. ie Selectmen, as agent of the towns- ople, represent them in business dealings d legal transactions before county, state, d federal authorities.

Under Needham's Town Charter, the oard of Selectmen serves as Commis- oners of the Fire and Police Departments, oard of Public Works, and Town censing Authority. The Board conducts earings and makes decisions on a wide riety of matters under its jurisdiction, nging from broad issues like the annual assification hearing for purposes of tting the tax rate to specific neighborhood oblems in tree hearings and dog hearings. ie Selectmen, working with the depart- ent heads under their purview, establish perating and capital budgets and author- borrowings as necessary. The Selectmen ve appointment authority over many own boards, commissions, and positions certain departments, as well as power to l vacancies in some elective positions. The oard calls and oversees elections and con- nes the annual Town Meeting and any ecial Town Meetings that may be quired, preparing the warrants for Town eeting consideration.

The Selectmen meet regularly on the cond and fourth Tuesdays of each month, cept in July and August when they meet the third Tuesday only. Special meet- gs are called whenever necessary through- ut the year.

udgetary Data:

		No. of Employees	
rsonal Services	$127,512.	Full time	4
penses	$530,676.*	Part time	8
apital provements	$ 18,971.		
	$677,159.		

ncludes expenses such as: street lighting, gar- ge collection; Town reports; Town Meetings, c.

.Y. 1985 Highlights:

This was a momentous year for your oard of Selectmen. While continuing to perate a responsive and effective Town overnment, the Selectmen grappled with e explosive growth issue and assisted in developing initiatives to deal with this situation. It was also a year in which the Selectmen made a number of appointments to key administrative positions which will influence the quality of Town government for many years.

The issue of rapid development and growth, affecting many Route 128 suburban communities, assumed the highest priority during this period and posed a challenge to the Selectmen to find effective means of controlling development so as to maintain the quality of life in the Town. The Selectmen forged a closer working relationship with the Planning Board, meeting jointly on several occasions to discuss problems and develop solutions. As a result, this year's Town Meeting will be remembered as the year that an unprecedented number of zoning articles were approved. These included site plan review, cluster development, lot coverage and enclosed parking, and parking regulations, all of which enjoyed the joint sponsorship of the Planning Board and the Board of Selectmen. While these new zoning regulations are an important step in protecting the integrity of our community, there remains much to do in this area.

The Board of Selectmen also exercised its power as the Town's licensing authority to control the size of commercial developments. In one memorable instance, the Board denied a license for the storage of flammable materials required for all parking structures to a developer planning to build a new office complex. The Selectmen used this as leverage to negotiate a 25% reduction in the size of the proposed building with the developer, thus decreasing potential negative effects on the bordering residential area.

Key administrative appointments made by the Selectmen this year include that of David W. Owen as Executive Secretary. Mr. Owen comes to us as a recent graduate of a mid-career graduate program at Harvard's Kennedy School of Government. Previous to that he served as planning director of a 4-county region in Illinois. He replaces Harold W. Noble, who passed away last year.

Another key vacancy occurred with the retirement of veteran Building Inspector John Rosenfeld, who was head of the Building Department for thirteen years. The Board was fortunate to locate and hire an experienced building inspector in Paul Landry. With the pre-eminent concern with growth and development, it is particularly important to continue to have a seasoned professional as building inspector.

The Board accepted with regret the resignation of William A. Cross, Town Counsel, due to reasons of health. Mr. Cross served the Town from 1964 and during part of this time was Needham's first Executive Secretary. After an extensive screening process, the Board chose David Tobin as Town Counsel. Mr. Tobin previously served the Town as Special Town Counsel.

All of these appointments reflect the Selectmen's commitment to professionalize and modernize Town government in Needham.

Among the newcomers to Town Government is Selectman David F. Eldridge, Jr. Mr. Eldridge, who assumed the vacancy left by Frank Facchetti, previously served the Town as a uniformed police officer for 32 years. The Selectmen retained Mr. Facchetti's experience for the benefit of the Town by appointing him to the Board of Trustees of Glover Memorial Hospital.

There was also much activity in the area of the Selectmen's ongoing responsibilities for management of departments under their control. The Board developed a program to more closely monitor and control the use of occupational and non-occupational sick leave by employees and a number of new internal procedures were instituted to reduce the potential for abuse of sick leave benefits.

In other personnel-related initiatives, the Board adopted the Town's first formal Affirmative Action Program. This document, required by the Massachusetts Commission Against Discrimination (MCAD), sets numerical hiring goals for minorities and women for Town departments. The Board also approved the development of a performance appraisal program to evaluate employees' work in all general government departments. In conformance with regulations of the General Revenue Sharing program, a handicapped accessibility analysis was undertaken which resulted in plans for a new handicapped access ramp at Town Hall.

The re-establishment of commuter rail services moved much closer to reality. While the location of an MBTA-proposed train layover facility became the focus of debate, the Transportation Committee worked to firm up plans for stations and parking. Preliminary construction work began with the removal of tracks, ties and vegetation along the unused portion of railroad right-of-way in Town.

With the burgeoning costs of telephone service and the complexity of the deregulated telecommunications environment, a new Telecommunications Study Committee was appointed by the Selectmen. This Committee will advise the Board about the options available for cost-effective telecommunications services and will assist in developing a new telephone system for the Town.

Emergency procedures were another focal point. Selectmen met with personnel from various Town Departments to review the Town's response to last Spring's surprise storm and to refine the Town's emergency procedures policies. As a result,

the Town is better prepared to deal with any new emergencies or disasters which may await us.

Fiscal Year 1986 and Beyond:

While much was achieved this past year, much remains to do in several areas of critical importance for the Town during the coming year. The growth issue, while having been initially confronted by the Selectmen and other Town officials, poses continuing challenges. The Board of Selectmen remain committed to working cooperatively and responsibly with the Planning Board and other Town officials to protect the special character of our Town while exercising our own authority creatively and judiciously toward that goal.

The location of the MBTA train layover facility must be resolved quickly because construction of the new stations will begin next year. Issues relating to parking facilities, scheduling of trains, and scheduling of Mini-buses to coordinate with train service must also be resolved as the completion of the commuter rail project looms ever closer.

The Board will continue to exercise diligence in monitoring the practice of departments under its jurisdiction, developing new policies and procedures as necessary to ensure effective management. The performance appraisal program will be instituted and will give our department heads and supervisors another management tool with which to work. A fair housing program remains to be developed to be in full compliance with all of the Commonwealth's affirmative action requirements.

The Board of Selectmen wishes to acknowledge and thank the many citizens, volunteers, employees, committee members, and others without whose invaluable assistance the task of maintaining a well-managed and public-spirited community would be infinitely more difficult.

Town Clerk

Theodora K. Bertolet

The Office of the Town Clerk can be compared to a hub around which the wheel of local government revolves. This office related directly to many boards, committees and departments within the Town of Needham as well as various State and County departments within the Commonwealth.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Those pertaining to Elections and Town Meeting are the most complex with amendments to the State Statutes being made each year.

During Fiscal 1984-85, the following Elections and Town Meetings were held:

State Primary	September 18, 1984
State Election	November 6, 1984
Annual Town Election	April 8, 1985
Election (To Fill A Vacancy in Precinct B for Town Meeting Member)	April 23, 1985
Annual Town Meeting	May 6, 1985
Special Town Meeting	May 15, 1985

The Annual Town Meeting in May disposed of 50 Articles in six sessions and the Special Town Meeting, within the Annual Town Meeting, disposed of 9 Articles.

Budgetary Data

Personal Services	$46,974.	Full Time	3
Expenses	3,000.	Part Time	0
Capital Expenses	0.		

The office was particularly busy this year with three elections and the 1985 State Decennial Census. The Town Clerk was appointed Municipal Census Supervisor by the Board of Selectmen for the purpose of conducting the State Census.

The following statistics were compiled during Fiscal Year 1985:

VITAL STATISTICS

Births to Residents:

7/01/84 - 12/31/84	173
1/01/85 - 6/30/85	80
Total Needham Births	253

Deaths:	**Residents**	**Non-Residents**
7/01/84-12/31/84	113	31
1/01/85- 6/30/85	114	48
Total Deaths Recorded	227	79
	306	

Marriages:

7/01/84-12/31/84	130
1/01/85- 6/30/85	88
	218

Fish and Game Licenses Issued
7/01/84- 6/30/85

Class 1 - Fishing	367
Class 2 - Hunting	120
Class 4 - Sporting	107
Class 4 - Minor Fishing	13
Class 6 - Non-Resident Citizen/ Alien Fishing	3
Class 7 - Non-Resident Citizen/ Alien 7-Day Fishing	2
Class 8 - Non-Resident Citizen/ Alien Hunting (Small Game)	2
Class 11 - Resident Citizen Trapping	4
Class 12 - Duplicates	5
Class 15 & 16 - Free Licenses	65
Class 18 - Resident Citizen Fishing Age 65-69	17
Class 19 - Resident Citizen Hunting Age 65-69	6
TOTAL:	712

Archery Stamps	
Waterfowl Stamps	
Paid to Div. of Fish & Game for Licenses	$8,532.
Paid to Town Treasurer in Fees	347.

Dog Licenses Issued
7/1/84- 6/30/85

Males @ $4.00	1,0
Females @ $7.00	2
Spayed Females @ $4.00	1,1
Transfers @ .25	
Kennels @ $11.00	
Kennels @ $26.00	
Kennels @ $51.00	
	2,4

Paid to County Treasurer for licenses	$6,344.
Paid to Town Treasurer in Fees	4,208.

Miscellaneous Receipts
7/1/84- 6/30/85

Certified copies of Marriage Intentions, UCC Filings, Business Certificates, Maps, Street Lists, Zoning By-Laws, various licenses, etc. . . .	$43,063.

The Town Clerk's Office is oriented to serve the public, and is open daily from 8:3 A.M. until 5:00 P.M. and from 7:30 P.M until 9:00 P.M. on the second and fourt Tuesday evenings.

Board of Registrars

John W. Day, Barbara Doyle, Mary J. McCarthy, Theodora K. Bertolet

Budgetary Data		Number of Employees
Personal Services	$28,546.	Full Time
Expenses	17,795.	Part Time
Canvassers & Tellers	17,795.	
Capital Outlay	1,770.	
State Decennial Census	10,200.	

The Board of Registrars is composed o four members, not more than two of whom may be members of the same politica party. The Town Clerk, by virtue of th office, is one of the four members of th Board.

With three elections in fiscal 1985, th Board of Registrars has had a busy year

GENERAL GOVERNMENT

Personnel Department

Paul Attridge, Chairman; Peter R. Finn, John H. Davis, John Sullivan, Arthur Engdahl, Paul Robison, Personnel Director

The Personnel Board is comprised of five members appointed by the Moderator for a term of (3) years each. The Board has been exceptionally fortunate, as one member is finishing his sixth year and two other members, their fifth year on the Board. A great deal of time was spent by Board members, particularly during this year, with additional meetings required while in negotiation with one union group still unsettled as far as a collective bargaining agreement for fiscal year '85.

Budgetory

		Number of Employees	
Salaries	$46,525.		
Expenses	7,131.	Full Time	2
Capital Expenses	0.	Part Time	1
Total	$53,656.		

A prime responsibility of the Board is the negotiation of contracts with the six employee unions and associations under its jurisdiction.

Another major responsibility is the administration of the Consolidated Personnel By-Law which applies to all town employees with the exception of those in the School Department and the Glover Memorial Hospital.

The Board makes recommendations to Town Meeting on matters related to salary administration, job descriptions and content, new jobs, and changes to the Personnel By-Law.

Meetings are held on a regular basis throughout the year to hear and act on requests regarding individual and department needs. The Board hears and acts on personnel grievances as outlined in the By-Laws and the grievance procedure of the labor contracts.

The Personnel Board has always seen as its underlying responsibility, the equitable balancing of the interests of the employees and the taxpayers in matters of compensation and employee benefits.

The Board sincerely appreciates the splendid cooperation extended by all Town officials and employees during the past year.

he Board met many times for the purpose f registering new voters, certifying nomintion papers and petitions and processing bsentee voter applications.

Voter turnout for the three elections durng Fiscal Year 1985 was as follows:

September 18, 1984 - State Primary - 39.95%
November 6, 1984 - State Election - 87.13%
April 8, 1985 - Annual Town Election - 24.23%

The annual listing of residents was conucted by mail in conjunction with the 1985 tate Decennial Census. Despite many difculties encountered with the census-by-nail form which was mandated by the tate, 81% of the residents responded ithin the first month. Census follow-up as conducted via telephone and police isitation. A list of dog owners was also ompiled in accordance with Massachusetts eneral Laws.

As a result of the 1985 State Census, eedham was required to redraw its preinct lines to conform to State Statute. pon completion, the redistricting plan was ubmitted to the Local Election District eview Commission for approval. The new recinct lines must be in effect for the 1988 tate Election, but may be used for the 1987 Annual Town Election upon approval of the Board of Selectmen.

Upon completion of the local listing, notices were sent to all those persons who were not reported as living in Needham on January 1st. Those who proved residence were reinstated. As a result of the notices mailed, names of voters who had moved out of Needham were removed from the Voting List. Names were also removed because of death, failure to comply with the notice, and other changes in voting status. Upon completion of the revision, the total number of registered voters was 17,940, as follows:

Precinct	Democrat	Republican	Unenrolled	Total
A	631	279	803	1,713
B	655	410	1,048	2,113
C	780	661	1,052	2,113
D	664	531	852	2,047
E	609	576	929	2,114
F	508	354	575	1,437
G	401	309	593	1,303
H	603	400	855	1,858
I	439	307	489	1,235
J	554	371	702	1,627
	5,844	4,198	7,898	17,940

Legal

David S. Tobin, Town Counsel

The Legal Department of the Town of Needham has provided legal advice to the Town Departments and has represented the Town in court on various legal matters. The Department has approved all contracts, bonds and related documents, attended Town Meetings, Selectmen's Meetings, and met with other boards when requested. In addition, the Legal Department has engaged Special Counsel to handle particular matters for the Town. The Collective Bargaining and Labor Relations matters are handled by a lawyer who specialized in that area.

The Legal Department has gone through a major change in that former Town Counsel, the late William A. Cross, Esq. resigned for health reasons, after many years of devoted and able service to the Town. David S. Tobin, Esq., who had served as Special Town Counsel and Acting Town Counsel, was named Town Counsel by the Board of Selectmen

Budgetary Data:

Salaries	$ 15,850.16
Expenses	2,610.79
Special Fees	85,814.81
	$104,275.76

As new Town Counsel becomes more settled into the position, he shall make decisions as to whether or not new directions shall be planned.

Moderator

Richard A. Melick

Sound town government is exemplified by Needham's legislative branch: Town Meeting. The Town Meeting Members are dedicated people who **make** a significant contribution to the community.

Needham citizens are voicing concern regarding the continued development of our village-like town. Town Meeting Members must respond to this concern when considering enactment of limiting by-laws, and must also make difficult decisions regarding which service appropriations should be made; in an era when available funds are limited. Neither is a simple task.

All residents are welcome to share their thoughts in these matters at Town Meeting. Actually, it is your constitutional right.

EDUCATION
School Department

Coleen Schaller, Chairman; Carol Boulris, John Carroll, Mary Ellen Herd, Daniel P. Matthews, William J. Miles, Joan Swartz, Ala Schaefer, Superintendent of Schools

The Needham Public Schools have five elementary schools (kindergarten through grade five), two middle schools (grades six through eight), and one high school (grades nine through twelve).

1984-85 BUDGET DATA:

Salaries	$12,302,991
Non Salary	3,052,595
Capital Outlay	239,000

NUMBER OF EMPLOYEES:

Professional Staff	332
Support Staff	127
	459

ENROLLMENT: (October 1, 1985)

Elementary	1708
Middle	873
High School	1421
	4002

The Needham community places a high priority on the education of its youngsters as evidenced by the school budget, the high quality of facilities in the Town devoted to education, and the outstanding staff of administrators and other professionals who are dedicated to teaching children. Over the past few years the public has come to realize that the teacher is of the utmost importance to a school system and to a community. Therefore, emphasis will continue on staff development, curricula revisions, and updates. Considerable time, effort, and money have been invested in these areas this year, and the school system will continue to focus on these programs for the upcoming year.

Three very important committees completed two years of work which will impact on the Needham schools for many years. The committees were: The High School Study Steering Committee, The Middle School Transition Committee, and The Elementary Programs and Curricula Committee.

The High School Study Steering Committee made recommendations regarding the philosophy and organization of Needham High School. Other plans will be made with the help of the new High School Principal.

The Middle School Transition Committee studied the organization and programming of the middle school in anticipation of operating one middle school, the Pollard Middle School. The Committee made ten recommendations to the School Committee; seven were accepted and three were referred for additional study. The Newman Middle School will close, but it will be retained by the School Department for use as a Town facility for possible leasing or for other educational use.

The Elementary Programs and Curricula Committee examined a number of programs in the elementary schools that may have some impact on the schools in the next five to ten years. These programs were: Elementary/Middle Schools Articulation, Handwriting, Health Education, Integrated Curriculum, Meeting Individual Needs, Preschool/Day Care, and Technology in Our Schools.

Thus, the Needham Public Schools is looking to the future and is planning for the day when enrollments will be leveling off with the student body at the high school numbering approximately 1000 students, the middle school at 850 pupils, and the elementary schools totaling near 1650, projecting a total student enrollment of around 3500.

A number of staff members and administrators are spending considerable time and effort now to plan a future for the Needham schools that will guarantee the continuance of a progressive, quality education for the children of the Needham community.

Several staff members spent their last year with us after many years of exceptional service. First among these was Alan Schaefer, Superintendent of Schools. Dr. Schaefer served the Needham Public Schools with distinction from 1979. He led the school system through the troubled times of tax caps, Proposition 2½, the closing of schools, redistricting, and the dismissal of staff. At the same time he was responsible for many positive, educational innovations in the school system. George Skinner, a life-long Needham resident, retired after a thirteen-year assignment as Principal of Needham High School. Many changes occurred at Needham High Schoool under Mr. Skinner's supervision, including the addition of ninth-grade students and the de-centralization of administration. During this time Mr. Skinner was assisted by another retiree, Ralph Parmigiane, who worked at Needham High School since 1954 as a science teacher and then Assistant Principal. Mr. Parmigiane also was a successful coach in football and basketball during his tenure. Another person closely associated with sports has retired. James Maloney, a home town boy, has served the children of Needham as physical education teacher, coach, ar Director of Physical Education ar Athletics since 1953.

BROADMEADOW SCHOOL — Th Broadmeadow students and parents co tinue to enhance the basic curriculum pr gram with a wide-ranging series programs and activities. The Stude Council promoted a series of Friday afte noon movies. The profits from the movies enabled the Student Council to pr vide new baskets for the basketball cour The P.T.C. sponsored several delightf social affairs, a Teacher Appreciation Da an Art-In, a Road Race, a Recipe Swap, Book Fair, a Bake Sale, and arranged f the entire fifth-grade class to attend marvelous performance of the Nutcrack Ballet.

The holiday assemblies gave eve youngster in the school an opportunity perform on the stage at least once durir the school year and the school magazin the "Broadmeadow Breeze," supporte financially by the P.T.C., enabled eve youngster to have some of his/her creati writings published.

Broadmeadow's highly successful Di ability Awareness Program continued wi much parental help, and the fifth grade carried out two very splended special pr jects which required a great deal of parent involvement: Early American Day and th Parade of States.

ELIOT SCHOOL — Traditionally, th John Eliot School has several activiti during the year which involve parents These included Grade Level Coffees, a Cu riculum Night, a Book Fair, an Art-In, Science and Arts Fair, a Talent Show, and Spring Concert.

Academic highlights included the intr duction of the Apple Computer in Grad One, creative writing lessons in Grad Two, Three, and Four, and the Gre Books program, plus a new writing pr gram in Grade Five.

HIGH ROCK SCHOOL — Highlights the High Rock School included Sustaine Silent Reading: Objective — To provide a in-school opportunity for children to d leisure reading. For one-half hour p week, the entire school (children and staf chose their own material to read. Te Result Analysis: Objective — To analy achievement test scores for more effecti utilization. Scores were examined fro various perspectives and the results we discussed with faculty and follow-up su

gestions were recommended. Senior Citizen Volunteers: Objective — To organize a new upport service entitled, "The Learning Hub" which is staffed by senior citizens alled volunteer tutors. A series of workhops was held to orient the volunteers to chool procedures and available services. There also was an opportunity for volunteers to meet the staff and tour the school. The High Rock Learning Hub addresses the needs of children not currently serviced in pecial programs but who are encountering problems in specific subject areas. The program is primarily curriculum based and it focuses on teaching and reinforcing skills — requisite for successful performance within a grade. Children are assigned on a short-term basis and progress is monitored by the classroom teacher.

HILLSIDE SCHOOL — The school year was filled with a multiplicity of activities which greatly enriched the Hillside students. The school received a grant which could provide an artist-in-residence, Pricilla Harmel. Her program in dance was sponsored by The Education Cooperative and the Department of Special Education. Children in Grades One, Three, and Five met with Ms. Harmel for three months. The culminating activity was a Very Special Arts Festival for the entire school, featuring dancers, musicians, and mimes.

The Buddy System, conceived and designed by Mrs. Diane Fraggos, a third grade teacher, went into effect. The purpose of this program is to help ensure the safety of the students and it monitors the absentees on a daily basis.

The Hillside P.T.C. added to our curriculum through its Enrichment Grant Program which enables teachers to apply for funds for special events and materials. A fourth grade field trip to the New Alchemy Institute in Falmouth, visits from "Molly Pitcher," and "Mother Goose" were a few of the ways in which these funds were expended.

MITCHELL SCHOOL — The year-long effort to obtain new playground equipment for the Mitchell playground was realized through fund raising, parent involvement, teacher participation, and student input. The Mitchell School now has a beautiful platform structure for its students. A first fifth-grade "Graduation Day" was held and this will become a tradition at the Mitchell School because the day was enthusiastically enjoyed by all as parents, teachers, and students met for brief ceremonies in the courtyard.

NEWMAN MIDDLE SCHOOL — The Newman Middle School had an excellent 1984-85 school year with good solid academic achievement and wonderful participation in all activities. Highlights of the year included three absolutely outstanding artistic productions brought to the Newman stage through the cooperative efforts of the Newman Middle School P.T.C., Needham Creative Arts Council, METCO, and the Needham Public Schools. The performances were: "M.L.K." — a play about Martin Luther King and the Civil Rights Movement; "Dreammakers" — Camfel Productions; "Young Albert Einstein" — Theatreworks.

POLLARD MIDDLE SCHOOL — Accomplishments of note for the 1984-85 school year included: 1) Social Studies teacher, Henry Hicks, received national recognition on two occasions during the school year. Last November Mr. Hicks was presented with the National Council of Social Studies Teachers Outstanding Service Award. Mr. Hicks was presented the award by the Council's President in Washington, D.C. In September he was presented the National Daughters of Colonial Wars Teacher's Award for encouragement of patriotism and interest in American History. 2) Lisa Geller won first place, townwide, in the Daughters of American Revolution Essay Contest on the Statue of Liberty. 3) The Pollard Middle School Student Council participated in several community service activities including the preparation of Thanksgiving baskets for shut-ins, holiday gifts for hospital patients, and a Save The Children fund raiser.

NEEDHAM HIGH SCHOOL — Needham's four-year comprehensive high school underwent a two-year reorganization study which was carried out by a broad-based committee of administrative and teaching staff, parents, students, and community leaders. It was determined that a change from a three-house to a two-house system would be instituted, reflecting a decline in student enrollment at the high school level and addressing future educational needs of students and faculty.

Highlights for the 1985-86 school year include an interdisciplinary approach to academic skill building; a Personalized Learning Center with teachers from the various academic areas offering instruction in skills areas such as technical writing, listening, note taking, public speaking, and reading; a Teachers' Center which will provide a wide range of opportunities for professional development from sharing talent and experience to being a forum for educational issues.

ADULT EDUCATION

— The Needham Adult Education Program had a very successful 1984-85 year with approximately 4,000 adults participatingh in 233 different courses. Particular emphasis of the program this past year have been: 1) increase in numbers of one- and two-night workshops; 2) increase in daytime classes for the benefit of senior citizens; 3) classes for adults with special needs, taught by certified special education teachers and assisted by trained volunteers; 4) classes in nine different languages; 5) SAT preparation classes for high school students; 6) driver education classes for adults and young people through a contract with a driving school.

— A highlight of 1985-86 includes the offering of 140 classes, including 30 new classes ranging from art appreciation to estate planning, to juggling.

ART

— Needham entered the Annual Visual Arts Competition of the Future Problem Solving Bowl sponsored by the Massachusetts Association for Advancement of Individual Potential and was awarded first place in the intermediate division. Individual art students won first and second places in the intermediate division and second and third places in the senior division.

— A statewide anti-prejudice program entitled, "A World of Difference," sponsored by WCVB, Channel 5, was held last spring with a poster contest in the schools. Deborah Marchini, a sixth-grade student at the Newman Middle School, won the intermediate level grand prize — an all-expense paid trip to Disney World and the Epcot Center.

— Last May sixty pieces of children's artwork from grades one through five were sent to the Sixteenth World School Children's Art Exhibition in China. This worldwide exhibit, organized by the Association for Education Through Art (AETA), was held in the National Museum of History, Taipei, Taiwan. The purpose was to promote mutual understanding and friendship among the younger generation of the world through exchange of artworks of children.

ENGLISH

— The high school literary magazine **even a rag like this,** won first prize at Boston University, plus several awards at the New England Scholastic Press Conference in Springfield.

— Claire Foley, Class of 1986, won the prestigious NCTE Award in Writing — one of twenty-one winners in Massachusetts. Needham High School has maintained a long tradition of National Council of English Teachers award winners.

— A new research curriculum has been developed for grades six through twelve. This curriculum is sequential and gives the student a more varied and complete approach to doing research, including interviewing, surveying and observing. Besides a variety of written reports, students also will learn how to report orally.

FOREIGN LANGUAGE

— The department participated for the fifth consecutive year in a student exchange program with a high school in Paris, France.

— In conjunction with the Media Department, the Foreign Language Department produced a forty-five minute videotape on the French Exchange Program which was telecast on local cablevision in June 1985.

EDUCATION

— For the second consecutive year, the department was awarded funds for materials and equipment acquisition to enhance the use of the microcomputer in the foreign language program.
— On May 30, 1985, the Foreign Language Department conducted its Eighth Annual Foreign Language Merit Awards presentation. Thirty-seven students received fifty-two various awards which included awards for high achievement in national foreign language examinations, awards presented by regional and state foreign language organizations, and awards for contribution and achievement in the Needham foreign language program.
— In 1984-85, six different teachers worked with fifteen different students in nine different independent study foreign language programs. This is the largest number of teachers and students involved in such efforts in any given year. This is a tribute to both the motivation of students and the cooperation and generosity of teachers.
— The Class of 1985 achieved the best results in recent years in the Foreign Language Advanced Placement Examinations. Twenty-four students took the examinations resulting in: Four students receiving a score of 5; six receiving a 4; ten receiving a 3; four receiving a 2.

HEALTH

— Vision and hearing screening was conducted in Kindergarten through Grade Six, plus Grade Nine, for a total of 2,261 students. Ninety-seven students in Grades Seven and Eight also were screened. Fifty-two students failed the vision test for the first time, and they were referred for further evaluation. Sixty-eight students with known visual problems also failed the test. All were receiving appropriate care. Forty-one students failed the hearing test for the first time and were referred for further evaluation. Fifteen students with known hearing problems also failed the test. All were receiving appropriate care.
— Scoliosis screening was performed on all students in Grades Five through Nine for a total of 1,582 students; 223 were re-screened by the school physician and ten were referred to their private physicians.
— Immunizations were updated throughout the school system. The following boosters were given: Tetanus/Diphtheria 47, Polio 11, Measles/Mumps/Rubella 33. According to statistics supplied by the State Department of Public Health, 100 percent of Needham students are in compliance with State immunization laws.
— The school nurses attended 185 child study and/or other meetings for children with special needs.
— Health counseling was provided to students by the school nurses, mostly on an individual basis, for a wide variety of problems, including allergies, hypertension, anorexia, and head lice.

MATHEMATICS

— During the 1984-85 school year, students in the Pollard Middle School ranked 17 out of 397 schools in the New England Mathematics League competition.
— At the high school level in the Massachusetts Association of Mathematics League's competition, four students were in the top 5 percent of the 5470 students taking the examination. In the Advanced Placement Program, students who took the Calculus AB Examination had an average of 3.47, and the students who took the Calculus BC Examination had an average of 4.45. These are both well above the national averages.
— The National Council of Teachers of Mathematics published a book of **Alternative Courses for Secondary School Mathematics.** Out of the five national programs described, two were Needham High School's Career Mathematics and Calculator Mathematics.
— Because the Needham schools has received a grant, the Harvard Milton Mathematics Study Skills materials will be purchased and used by all students in Grade Eight.
— A unit on computers was written by a staff member during the summer for inclusion in the curriculum. In Grade Seven, the textbook chapter on geometry will be replaced with a LOGO instructional unit on the Apple Computer.

MEDIA

At the middle schools, computer literacy continues to be a developing area. LOGO the Grade Six program, will soon be followed by a program for Grades Seven and Eight related to word processing, data files, and simulations. Students are learning to use the computer as a tool for learning.
— To promote extracurricular reading and enhance the enjoyment of reading, the Pollard media staff has developed a Reading Incentive Program for sixty-grade six students.
— Students in the elementary grades were provided the opportunity to borrow up to ten books for their summer reading from a specially prepared book list entitled, "Dip Into Oceans of Reading."
— A computer applications guide has been developed to assist teachers and students at the primary grades in using computers and programs in their classrooms.
— In cooperation with the Needham cablevision channel, several excellent programs have been developed and telecast.

MUSIC

— Students in Needham participated in the World's Largest Concert last March sponsored by the Music Educators' National Conference. Over 1,000 schools in almost every state performed the same thirty-minute program at the same time. Of the forty-four participating schools in Massachusetts, six were in Needham. The date for next year's concert has bee set for Tuesday, March 18, 1986, fro 12:30 p.m. to 1:00 p.m. EST.
— During the April vacation, the Needha High School Chorus and Orchestr under the direction of Roger Manse traveled throughout Germany and Au tria for a concert tour, performing many major cities.
— The Music Educators' National Confe ence selected the Pollard Middle Scho Boys' Choir to perform in April for th Eastern Division Conference in Har ford, Connecticut. The choir is directe by Faith Lueth, assisted by Mildre Beane, and is believed to be the on boys' choir in a public school setting the area.
— In March, Mitchell School students an METCO students collaborated wi students from the Elma Lewis School Fine Arts in Roxbury on a music drama, "Wheels." This program w sponsored by the Mitchell P.T.C. an METCO and provided the opportuni for 100 students to sing, dance, and a together. Helen Sagan, of the Mitche School, was one of the musical director

OCCUPATIONAL/CAREER EDUCATION

— A new, exciting curriculum entited Sof ware Applications has been incorpo rated into the Business Departme courses of study. Five IBM Person Computers were purchased for this pr gram which will aid students in the quest to meet the demands of the chan ing world of business procedures an office automation. The curriculu combines numerous existing softwa packages which serve to perform a wid number of tasks in the business worl Students need no previous compute knowledge to enroll in this practical, im portant course.

PACT

— The Needham schools provide a Pr gram for Academically and Creative Talented students (PACT) in Grad Two through Eight.
— Selected elementary students in Grade Two through Five meet with their PAC teacher in their own schools once a wee for two more hours. The instructiona program is designed to encourage an develop critical and creative thinkin skills and to explore areas of study no generally included in the basic curriculu
— Students in the middle school prograr (Grades Six through Eight) meet wit their PACT teacher one period per wee during the school day with after-scho optional time arranged for special pr jects and extensions. The program em phasizes the processes of critical an creative thinking, problem solving, an the applications of higher level thinkin skills.
— At the high school level, students a challenged with a variety of advance placement and honors courses.

PHYSICAL EDUCATION AND ATHLETICS

— Last year the boys' and girls' interscholastic teams in the Bay State League brought home the Conference All-Sports Awards. Needham is the only school system to ever win both awards in the same year and the teams have accomplished this three times; namely; 1981, 1982, and 1985.

— New and meaningful courses at the high school level will include Fundamental of Fitness, a series of mini-lectures, films, and discussions with class activities that include labs relating to lecture topics, exercise circuits and routines, testing activities, and team games; Nutrition Unit for Grade Ten.

— The elementary and middle schools will have Health Related Fitness Tests that coordinate updated fitness tests relating to positive health and are of national concern. Implementation of the following tests will be held at all levels: Cardiorespiratory function, body composition, and abdominal and low back-hamstring musculoskeletal function.

PUPIL PERSONNEL SERVICES

— An expansion of the Peer Advocate Program took place. This program is comprised of volunteer high school students who are trained to conduct sessions at the middle school for eighth-grade students. The discussions range from decision making and critical thinking to substance abuse and adolescent issues. Role playing adolescent issues sparked some interesting and informative discussions.

— In addition, the Peer Advocates gave presentations at two conferences in 1985. They spoke to representatives from twenty area schools at the Alcohol Resource Center in February 1985. The Peer Advocates described Needham's program, the training involved and the results. In May the Peer Advocates spoke at Harvard University. They addressed over 200 people from area schools on the Needham Program. In both conferences the Peer Advocates did a great deal to enhance the image of Peer Advocates and the Needham Public Schools.

— A guidance counselor and a health educator conducted six evening sessions for parents at the Middle School regarding adolescent issues. The program will be continued in the future.

— The Pupil Personnel Services Department and the Media Department joined to prepare a video film showing the kindergarten screening process that takes place each spring.

— A new program for potential school drop-outs and attendance offenders has been developed within the Needham High School. The program, financially underwritten by federal funds, was piloted for five students last year and will be expanded during the 1985-86 academic year. The High School Guidance Counselors will be an integral part of the program.

— The workshops consisted of handicapped speakers as well as hands on experiences with helping devices such as wheelchairs. The five handicaps covered are: blindness, deafness, learning, physical and developmental disabilities.

READING

— A Kindergarten through Grade Twelve Language Arts Curriculum was written by the Directors of Reading and English, addressing all language arts and including special sections on vocabulary and study skills.

— Literature is an important component of the reading program which extends the core basic textbooks in Grades One through Six. A core literature list for each reading group was developed in conjunction with the Media Department.

— A Kindergarten Language Arts curriculum was developed, emphasizing language arts experiences and materials integrated with all other kindergarten curricula.

— Reading/Study Skills courses were proposed and accepted as electives for Grades Seven and Eight at the middle schools and as an elective course at the high school. These courses will begin during the 1985-86 school year.

SCIENCE

— During the 1984-85 school year, the Science Center provided a number of unusual science experiences in addition to the day-to-day program. Examples are as follows:

WHALES — The head and flipper from a pilot whale were dissected by the high school Marine Biology class and prepared into a skull and skeleton flipper for exhibits and props in a large group program.

CAN TEST — A four-foot square block of crushed aluminum cans was loaned to the Science Center by the Pepsi-Cola recycling division. An exhibit, displaying the story of aluminum and recycling offered a "How Many Cans Are In This Block Contest." The block contained 12,480 cans and the winner was Michelle Coury, Grade Five, High Rock School, who guessed 12,501 cans.

T.V. TAPES — The Science Center, in cooperation with the Media Center, is producing tapes featuring something "very special." In one tape a Geode is opened to view the inside. In another, a baby Harbor Seal is examined. There also is a tape featuring the five-foot alligator, "Fluffy."

— A Biology 302 curriculum guide and lab book were prepared during 1984-85 which involved the integration of subject matter, lab work, audiovisual materials, and a time sequence.

— Mary Alice Vogt, Class of 1986 and Christopher Houhoulis, Class of 1987 obtained perfect scores of 800 on the Physics Achievement Test.

— Judith Waldron was selected to participate in Boston College's Inservice Institute for Teachers of Chemistry. The purpose of the Institute was to update participants' background to strengthen chemistry education in the classroom.

— Walter Kochanek, chemistry teacher, and Edmund Nevirauskas, physics teacher, were invited to participate in the Boston University Science Fellows Program. This program, funded in part by the National Science Foundation, recognizes outstanding high school teachers in Eastern Massachusetts.

SOCIAL STUDIES

— The department sponsored a very successful Career Day. This two-day event made it possible for seniors to sit and discuss possible career choices with guests. Over 95 careers were represented. Dr. Holt, Ms. Bloom, and Mr. Otis were the planners.

— The department was actively involved in the production of educational television programs. Mr. McCarthy produced two programs on the subject of economics. Mr. Kinsman taped a student mock trial. Norfolk county Superior Court was the setting and the Honorable William Young acted as advisor to the students.

— Six students enrolled in Mr. Lind's American Civilization class were Massachusetts State Winners in the National History Day contest. They traveled to Washington, D.C. in June and competed in the national competition.

The Needham School Committee welcomed Mary Ellen Herd to her first full year as a member. The School Committee was very busy negotiating contracts with the administrators and the custodians. The School Committee worked closely with the administration on issues of both educational and community concern. They moved firmly after Dr. Schaefer's announced retirement and appointed Frederick Tirrell as the new Superintendent of Schools. Dr. Tirrell has served the Needham Public Schools for twenty-two years in various positions, most recently as Assistant Superintendent of Schools.

The School Committee had to respond to other administrative changes and made several new administrative appointments. They are as follows: Dr. Frederick B. Tuttle, Assistant Superintendent; Mr. Stephen Theall, Director of Personnel; Mr. Edwin Fredie, High School Principal; Mr. Paul Madden, High School Assistant Principal, and Nancy O'Neil, Director of Physical Education and Athletics.

For a variety of reasons the Administration and the School Committee have adopted a new planning model for setting goals and objectives. For the upcoming school year a systemwide educational goal was approved by the School Committee which is as follows: "Teachers will develop and implement instructional programs which will integrate critical thinking into their curricula." This systemwide goal will

PUBLIC SAFETY

Police Department

be the focus of professional development for the next school year. In addition to this goal there are a number of objectives that the school system will seek to complete this school year. They are as follows:

1) Plan to close the Newman Middle School.
2) Develop a new educational model for the Pollard Middle School.
3) Plan to close the Emery Grover Administration Building.
4) Study the Central Administration office location and design at the High School.
5) Institute reorganization at the High School.
6) Study the Occupational/Vocational Education Departments.
7) Institute an internal correction and analysis procedure.
8) Develop long-range goals for criterion reference testing.
9) Develop a new Unit B evaluation system.

We look forward to completing these objectives with the help of the School Committee in order to provide for the changing educational needs of our students and, at the same time, to be sensitive to our fiscal responsibility to the community.

Louis Roman, Police Chief

PURPOSE:

The Police Department is a Law Enforcement agency. It is charged with the protection of life and property. Officers are on patrol to prevent criminal activity and apprehend violators of the law. When called upon they attempt to settle disputes and differences between individuals and conduct many investigations pertaining to crime and accidents. The Police respond to all emergencies and follow up on all calls for assistance and refer calls not of a police nature to the proper agencies. Last year the Police received 10,103 calls that required some type of Police action.

BUDGETARY DATA

		Number of Employees	
Personal Services	$1,686,265.	Full Time	58
Expenses	168,702.	Part Time	13
Capital Items	65,036.		
Total	$1,920,023.	Total	71

POLICE ACTIVITIES 7/1/84 - 6/30/85

From the Uniform Crime Report

	No. of Offenses	Cleared by Arrests or exceptional means
Homocide	0	
Rape	0	
Robbery	5	1
Assault	76	67
Total	81	68
BREAKING & ENTERING		
Residential	70	
Non-Residential	29	
Total	99	16
LARCENY	462	51
MOTOR VEHICLE THEFT	45	
Stolen Locally/ Recovered Locally	2	
Stolen Locally/ Recovered Elsewhere	31	
Stolen Elsewhere/ Recovered Locally	12	

PROPERTY VALUES

	Stolen	Recovered
Larceny & B & E	$195,444.	$ 27,283.
Motor Vehicle Theft	373,700.	322,650.
Total	$569,144.	$349,933.

FROM THE ARREST BOOK

	No. of Offenses
Violation of Drug Laws	17
Forgery and Uttering	10
Idle and Disorderly	19
Violation of Liquor Laws	42
Protective Custody	151
Operating Under the Influence	137
Receiving Stolen Property	3

FROM THE POLICE LOG

Disturbance Calls	548
Trespassing	15
Bicycles Stolen	83
Vandalism	327
Burglary Alarms	1874
Robbery Alarms	41

MOTOR VEHICLES

Moving Violation Citations	
Warnings	2509
Non-Criminal	1633
Criminal	131
Arrests	453
Parking Tickets Issues	8383
Personal Injury Accidents	187
Property Damage Accidents	1132
Fatal	2

Future School Needs Committee

PURPOSE

The Future School Needs Committee was established by Article 62 of the Annual Town Meeting of 1950 and was continued by Article 45 of the Annual Town Meeting of 1985. The Committee acts in an advisory capacity to Town Meeting by formulating decisions affecting the Needham Public Schools. The Future School Needs Committee projects future school enrollments and works with various other town meeting committees as well as with appointed subcommittees of the School Committee.

FY 1985 HIGHLIGHTS

Enrollment projections continue to show declining school population, especially in the High School grades. The birth rate for 1984 was 325 to compensate for the extremely low 1983 rate of 253.

The committee completed its six year energy plan which was initially approved during the 1984 town meeting. Phase 2 was approved for funding in the 1985 annual budget. This energy plan is flexible enough to allow the school administration to adjust funded projects to meet the facility needs. During FY 1985 phase 1 projects were completed at Newman, Mitchell and Elliot Schools and reduced energy costs were noted. Energy is measured in BTU which includes all sources of energy. The energy savings over the past year for these three schools combined were 24,381 MBTU for a reduction in operating costs of $37,193, a payback of 6½ years for this investment. The long range cost avoidance, (the cost of energy if the same amount was used as in 1976-77) was $80,109 for the 1984-85 school year.

We continued our participation on the Newman reuse committee, trying to find a use for the building satisfactory to all town interests.

FY 1986 PROJECTIONS

Phase 2 of the six year energy plan will include ceilings at the Mitchell, a new boiler at Pollard, new roofing at Newman and ceiling at the High School as well as in-house energy training for custodian and administrative staffs. We hope to expand the energy projects to include window modifications at all the schools.

We will continue our efforts in projecting student populations to reflect the future needs of our school facilities.

ENROLLMENT PROJECTIONS

	K	1-5	6-8	9-12	Total
Act. '84	278	1446	920	1561	4205
Proj. '84	248	1404	920	1552	4124
1985	253	1440	880	1442	4015
1986	286	1436	855	1325	3902
1987	295	1459	844	1237	3835
1988	276	1491	824	1115	3706
1989	271	1502	833	1049	3655
1990	271	1494	849	1035	3649
1991	271	1514	834	1026	3645
1992	271	1498	858	1010	3637
1993	271	1472	876	1031	3650

A look into the future reveals that the possible expansion of Police Headquarters is in the making. The Board of Selectmen have appointed a Building Committee and Town Meeting has appropriated money to hire a consultant to address the issue.

The Drug Alcohol Abuse picture now looks brighter as public officials, parents, young people and the citizenry are being made aware of the problems and potential hazards caused by drug abuse and much is being done to correct whatever problem exists in our community.

Once again, our thanks for the fine cooperation and support from the other departments, tribunals and boards of the Town and the citizens of our community.

Fire Department

Charles Bellomo, Fire Chief

PURPOSE:

The Fire Service today is a very complex unit providing protection of life and property for all citizens from the deadly effects of fire and hazardous materials that are constantly travelling through the cities and towns of the Commonwealth. There are many individual programs that make up the Fire Protection Service in the Town of Needham. The different programs include Fire Prevention, Emergency Medical Service, Public Education, Training, and Fire Alarm Service.

BUDGETARY DATA

		Number of Employees	
Personal Services	$2,294,380.	Full Time	75
Expenses	134,833.	Part Time	3
Capital Expenses	3,645.		
	2,432,858.		

FY 84 HIGHLIGHTS

During the past fiscal year the Department answered 3,110 calls for assistance. E.M.S. personnel treated and transported 1,400 persons and medical emergencies totalled 2,501. Mutual Aid fire runs totalling 20 were made to other communities in the Metro Fire District, which includes surrounding cities and towns.

In order to maintain top efficiency, all officers and firefighters attend yearly training schools to sharpen their skills with textbook materials and hands-on training. Training sessions include weekly drills plus outside classes in arson investigation, fire alarm systems, hazardous materials, incident management, pump training, scuba diving, etc.

Emergency Medical Service (ambulance) is provided by the Needham Fire Department and manned by E.M.S. technicians. This ambulance service provides the best emergency response in the Route 128 area. From July 1, 1984 to July 1, 1985 the ambulance responded to 2,506 calls of which 1,400 were actual emergency transports. A new billing procedure has been established, and the cost of an emergency ambulance is $125.00 plus $25.00 for oxygen and $6.00 per mile. Most insurance companies will cover this fee. From July 1, 1984 to July 1, 1985 ambulance receipts deposited in the town's General Fund totalled $45,000.

The Fire Alarm Division is constantly being upgraded with new cable and pull boxes. The communications cable is still in the process of being wired and hooked up throughout the town. The Fire Alarm receipts collected from master boxes and deposited in the General Fund totalled $27,600.

The Fire Prevention Division inspected hospitals, nursing homes, industrial firms, etc., including 22 categories of inspections for a total 1,270 plus 20 miscellaneous missions. The Inspection Bureau is responsible for inspections, issuing permits, and the collection of all permit fees. To date, 1,279 permits have been issued and $11,286.35 has been collected and processed through the Treasurer's Office. The division also works continually with the D.E.Q.E. and the State Fire Marshal's Office. The monitoring of all underground storage tanks containing gasoline is required for the purpose of renewal of licenses. To date, 84 applicants contacted the Bureau with test results of their storage tanks. Any leaking tanks that were discovered were ordered to be removed.

FY 85 FORECAST

After years of work, a Hazardous Materials Disaster Booklet will be printed and distributed to involved department heads. The arrival of a new ladder truck to replace the 22 year old Ladder I at Headquarters is anticipated. Increased training programs are planned to keep up with the changing times and the latest developments in firefighting and protection of life and property from fire hazards.

Civil Defense

Julius T. Fedel

PURPOSE:

The Department of Civil Defense and Office of Emergency Preparedness is charged with the overall planning for an emergency of any type, man-made or natural. We are ready to provide support and assistance to all town departments in a time of emergency in the form of trained manpower and equipment.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$ 1,500.	Full Time	0
Expenses	$14,372.	Part Time	1
	$15,872.		

FY '85 HIGHLIGHTS:

The Communications Division is working to organize the ham radio operators in Needham, into a working emergency radio network. A great deal of work has gone into improving communications and operational procedures in our E.O.C. (Emergency Operations Center) which has been designated by the Board of Selectmen as the co-ordinating point for all town operations in time of an emergency.

Our Auxiliary Police Unit is 100% certified by The Massachusetts Criminal Justice Training Council and continues to provide additional manpower for the regular police department on an emergency basis and also conducts the anti-vandalism patrol on all schools and other town properties, several nights each week. This project has been most effective and has saved the town thousands of dollars.

Our Underwater Rescue Division is under joint control of the Civil Defense Director and the Fire Chief. The Unit has eighteen members, all firemen who volunteered to join the unit and have completed courses in scuba diving, with a specialty in diver rescue including pool and open water. New equipment and replacements are being made on a continual basis. The unit has been approved by the Massachusetts State Civil Defense Agency.

During the past year, Director Julius T. Fedel, in cooperation with the Massachusetts Civil Defense Agency and Chief Charles Bellomo of the Needham Fire Department, completed a Hazard Analysis Study for the Town of Needham. The following hazards were analyzed in this study:

Natural Hazards — Hurricanes, tornadoes, earthquakes, winter storms, floods, drought and water supply problems.

Man Made Hazards — Dam failures, nuclear power station incidents, hazardous materials, accidents, conflagrations, forest fires, major transportation accidents, weapons related incidents, energy crises, and civil disorders. This study identifies the disaster-causing hazard to which Needham is vulnerable. Each potential hazard facing Needham was researched to determine historical occurrence, vulnerable areas, probability of occurrence and the maximum expected threat. All data regarding each hazard is based on opinions of Needham

PUBLIC FACILITIES

officials, government studies and private sources.

Of the fifteen hazards addressed in this study, the following represent the top 25% which would have the most serious impact on Needham:

* Winter Storm
* Major Transportation Accidents
* Hazardous Materials Accidents
* Floods

The study and its findings were forwarded to the Board of Selectmen and other department heads for their evaluation.

FY '85 FORECAST:

The Needham Civil Defense will continue to provide a maximum amount of service to the town using our unpaid dedicated volunteers. We need ham operators and radio technicians. . . Why not join!!!!

Building Department

Paul Landry, Building Inspector; Chester E. Bosselman, Plumbing Inspector; Donald B. Griffin, Wiring Inspector

The Building Department is responsible for processing and performing inspections in connection with all permit applications for plumbing, gas fitting, electric wiring, new buildings and additions and alterations to existing structures. Inspections must also be made whenever a change of use or occupancy occurs in a commercial property. The Inspector of Buildings must also perform periodic inspections of hospitals, schools, churches, nursing homes and multi-family dwellings as provided in Table 108 of the Massachusetts State Building Code.

In addition to the Building Code, the Inspector of Buildings is responsible for interpretation of the Town of Needham Zoning By-Law and the Sign By-Law.

BUDGETARY DATA:		**Number of Employees**	
Personal services	$84,346.58	Full time	3
Expenses	2,210.00	Perm. Part time	1
		Part time	7

John Rosenfeld, Inspector of Buildings, retired at the end of January, 1985 after 14 years of dedicated service to the Town of Needham. He will be missed.

The number of permits issued and the fees collected in F.Y. 1985 exceeded the numbers for F.Y. 1984, establishing a record high.

As a final point of information, Senate Bill #2016 referred to in last year's report was passed with funding, and the newly established State Board of Building Regulations is beginning to function.

Public Works

Robert A. MacEwen, Director of Public Works; John D. Marr, Jr., Engineer; Robert J. Lanigan, Superintendent Highway Division; Richard P. Merson, Superintendent Sewer Division; Bruce Nagler, Superintendent, Water Division; John F. Cusick, Superintendent, Parks, Grounds and Forestry Division

PURPOSE

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$1,863,021.	Full Time	80
Expenses	1,592,611.	Part Time	30
Capital Expenses	282,713.		
Total	$3,738,345.		

FY '85 HIGHLIGHTS

With the use of State Aid Funds a substantial improvement was made to Highland Avenue from Great Plain Avenue to Needham Heights Square. The project was designed and supervised by personnel of the Engineering Division and the work was performed by private contract in conjunction with Town Forces.

The Sewer System Rehabilitation program continued with the commencement of the house to house inspection in search of illegal connections to the Sewer System. Every residence and commercial building will be visited under this program.

The adoption of Site Plan Review will enable the Public Works Department to make recommendations on all residential and commercial development during the initial review period.

State Aid to Highways contributed $208,031. and provided for the improvement of more than 2 miles of roadway classified on the Primary Road Network.

Continued efforts by the Town to eliminate the 30 percent mandatory purchase clause from the M.D.C. Water Contract have not been successful despite the concurrence of the M.D.C.

The Department was able to maintain a reasonable level of service under Proposition 2½ despite a further reduction in manpower to a total complement of 80, twenty-six fewer than its maximum strength of 106.

DIVISION SUPPORT

The Engineering Division continues to provide the technical support for all Department activities and assists other town agencies in engineering matters. This support consists of preparing studies, cost estimates, field surveys and designs for streets, municipal utilities, recreational facilities, parking lots and traffic improvements. The Division also prepares and maintains record drawings of water, sewer, drainage and street construction and continues to maintain Assessor's plans and other municipal maps.

Personnel of the Division assisted the Planning Board in review of subdivision plans to insure compliance with town standards and regulations. New zoning policies have increased the activity of the Division in the area of Site Plan Review and residential compound hearings.

Other projects undertaken consisted of the preparation of plans and specifications for; the Handicapped Access Ramp for Town Hall, improvements to sewage pump stations and Gayland Road construction. Division personnel also provided contract supervision and inspection for cement lining of water mains on Highland Avenue and Morton Street.

Additional services involved supplying information and reviewing plans for the Water Resources Commission (MDC) Relief Sewer through Needham, the construction of railroad facilities for return of commuter rail to Needham, sewer inflow studies, disposal area surveys and studies, and surveys in connection with design of traffic signals for the intersection of Hunnewell Street and Central Avenue.

All other engineering services previously performed for Town Agencies have been continued.

The Garage Division is responsible for the operation and maintenance of the Public Works Building, the purchase, maintenance and repair of all Public Works equipment and the maintenance of vehicles operated by the Board of Health, Youth Commission, Building and Park & Recreation Departments. Assistance is also provided in the maintenance of Public Works Pumping Stations. The Division's mechanical experience and welding services have been made readily available to all town departments and its personnel continue to issue State Inspection stickers to most vehicles owned by the Town of Needham.

The Equipment Replacement Program continued with the purchase of 7 pick-up

trucks, 1 front end loader, 1 sidewalk tractor, 1 four-wheel drive dump truck, 2 utility body trucks, and 2 vans. Because of budget constraints, the Public Works Department has not been able to rotate its equipment as projected in the long range program. It continues to look toward leasing as a means of avoiding the high initial cost of outright purchase.

The Highway Division contracted for the surfacing of 8 miles of roadway pavement with bituminous concrete and stone chip, the replacement of the traffic signal controller at Oak and Chestnut Streets and the painting of more than 30 miles of center line and crosswalks.

Personnel of the Highway Division painted all guard rail fences, installed or replaced over 250 street name and traffic signs, swept each public way twice and cleaned the business sections and parking lots weekly.

The Receiving and Recycling Facility constructed for the most part by Highway Division personnel continues to receive the plaudits of residential users. The recycling efforts on the part of homeowners still fall well below the desired participation and place that phase of the operation in some jeopardy.

Fiscal 1985 produced a snow fall that totalled 37'' and the department responded on 17 occasions with chemical applications and/or plowing to combat the snow and ice.

The Park Division continued its active maintenance program on the seven hundred acres of land under the jurisdiction of the Selectmen, Park and Recreation Commission, Conservation Commission and Memorial Park Trustees. In addition to recreational and athletic facilities, the Division maintains Rosemary Pool and Mills Field Tennis Courts. The Forestry section of the Division is responsible for planting, pruning, spraying and removal of all public shade trees in the community.

During the winter months, personnel of the Park Division maintain ice skating areas at eight locations. Maintenance includes clearing the ponds of snow, sweeping the surfaces and making new ice when conditions permit. The Division continues to purchase supplies such as grass seed, fertilizer and chemicals in volume to obtain the appropriate discounts offered on bulk purchase.

Three hundred and forty-one flowering and shade trees were planted by personnel of the Park Division while 106 trees were removed due to disease and hazardous conditions.

The Division was quite active in its response to the suppression of insect pests and the eradication of certain noxious weeds. Personnel responded to 22 Gypsy Moth calls, 62 Eastern Tent Caterpillar calls and 40 requests for the spraying of poison ivy.

Personnel of the Division installed an irrigation system at Cricket Field and cleared the Charles River Watershed during the winter months.

Street trees on Webster Street, Fair Oaks Park and Harris Avenue were fertilized systematically in an effort to preserve the tree lined character of Needham.

Although the Gypsy Moth population has declined to a level that poses no threat to the trees of Needham, other insects such as Japanese Beetles, aphids and mites were on the increase.

The Sewer Division is responsible for the cleaning and maintenance of 118 miles of sanitary sewer mains, 65 miles of storm water drains, more than 2,800 catch basins and several miles of brooks and culverts. The Division responded to 203 calls to relieve residential waste water blockages caused in most instances by grease from garbage disposal units and tree roots growing in the service pipes. Personnel of the Sewer Division inspected or installed 70 residential and commercial buildings to the municipal system. Ten sewage pump stations containing 23 pumps are required to supplement the gravity system and are checked daily by Division personnel to insure proper operation on a continuous basis.

In fiscal 1985, the Water Division's activities produced about $1,180,843. in revenue, $188,942. more than the total of all expenses that can properly be attributed to the cost of operations excluding allowance for water facilities depreciation. This indicates that the water rate structure is meeting its intended purpose of running the Division on the basis of returning a profit or loss within certain established guide-lines before adjusting the rate. The Coca Cola plant was charged in excess of $140,000. for water supplied by the Division.

The 1306 million gallons of water pumped through the distribution system met all state and federal environmental standards. The cost for the delivery of water to consumers in any desired quantity at any time, was at the rate of ten gallons for one penny.

Personnel of the Division responded to 2730 service calls, installed 758 meters and connected 33 new services.

FY '86 FORECAST

The effects of the reduction in personnel under Proposition 2½ will continue to be felt and will be evidenced by the discontinuance of service frills and substantial increase in the time to respond to basic service needs. Priorities will be established within the operating divisions and preference will be given to those services that effect the health and safety of the residents.

The Town will continue its search for a resolution to the ultimate disposition of its solid waste to a regional resource recovery facility.

The Department will continue to upgrade the Town's water and sewer systems with additional cleaning and relining projects and sewer main rehabilitation.

The State Aid Programs will continue to be relied on to keep pace with the Capital responsibilities of the department.

Minibus

Jane A. Howard, Minibus Coordinator

The Needham-Mite Minibus travels in four fixed loop hourly routes through the Town of Needham offering public transportation to people of all ages.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$ 5,073.	Full Time	0
Expenses	31,748.	Part Time	1
Capital Expenses	0		
Total	$37,721.		

1985 HIGHLIGHTS

During 1985, the Minibus carried 31,915 riders during 3662.5 hours of operation which represents a 9% increase in both ridership and hours of service over 1984. Of the riders, 52% were senior citizens, 30.7% were students, 10.3% were adults and 7% were children under the age of 6.

The hours of operation this year were from 10:00 - 4:00 during July and August and from 9:00 - 5:30 from September through June.

With the start of this year, the MBTA increased its Minibus subsidy to the Town from 50% to 65% of the cost of the total minibus program. The total subsidy received from the MBTA for 1985 was $56,770.36.

A survey was taken via the Council on Aging's Newsletter and through the spring and into the new fiscal year, both the Minibus Coordinator and the Minibus Advisory Committee have been attempting to take under advisement some of the suggestions made.

1986 PROJECTIONS

In 1986, multi-ride minibus tickets will be available. These will be sold in the Town Clerk's office on weekdays from 9:00-5:00. The prices of the 20-ride tickets will reflect a savings over individual fares and hopefully serve as a convenience for the riders.

With the opening of several multi-unit housing areas in town, the Minibus will endeavor to provide convenient service to these areas. Arrangements will be made with the administrators of both North Hill and Webster Green to afford accessibility to the Minibus.

It is anticipated that both the Town and the contractor will continue to strive for comfortable and reliable service for all of the residents of town.

HUMAN SERVICES
Glover Memorial Hospital

David Z. Webster, Chairman; Harry Allen, M. Christopher Canavan, Eunice Connors, David Donald, Helen Krawiecki, Phillip Reed, J. David White, Stephen L. Barrett, Administrator. Not pictured: David Devine, Gary Petrini

PURPOSE:

The objectives of Glover Memorial Hospital are to guard and enhance the health of the community in cooperation with other effective health agencies, town departments, and organizations.

The Board of Trustees, appointed by the Selectmen, has general management direction and control of the affairs of Glover Memorial Hospital and shall make rules and regulations subject to the authority of the Board of Selectmen as agents for the Town, and to the direction of the Town Meeting.

BUDGETARY DATA:

	FY 1984	FY 1985
Personal Services	$ 6,853,171.	$ 7,286,570.
Expenses	3,990,339.	4,183,341.
Capital Expenses	372,077.	942,525.
	$11,215,587.	$12,412,436.

FY '85 HIGHLIGHTS

The major highlight of the year has been Glover's actions in responding to a changing healthcare environment. State and Federal cost containment regulations, the growth of prepaid health plans, new technology, and changing community needs have resulted in a major shift from inpatient to outpatient services.

The hospital has met this new challenge with a series of decisive actions aimed at strengthening Glover so that Needham will continue to be served by a quality medical facility offering modern care at the lowest possible cost.

To better meet the community's primary need for high quality emergency medical care and an effective diagnostic capability, the hospital engaged in two major projects.

Installation of the Computed Tomography (CT) Scanner began and will be operational by January of 1986. The Scanner provides a new dimension in medical diagnosis allowing the physician to see areas of the body without surgery. This provides a speedy diagnosis, often elminating lengthy hospital stays.

The Emergency Department is undergoing extensive renovations, the first in almost 20 years. This will allow more patients to be treated for urgent care. Utilization of urgent services continues to grow.

Changes in utilization, state and federal cost containment initiatives, new technologies and current community needs have resulted in a shift to more outpatient services.

Same Day Surgery continues to be successful. The volume has doubled over the past twelve months for this cost effective surgery. During the past year, almost all cataract surgery has been converted from in-patient care to same day care, eliminating overnight stays.

Currently there are 200 surgical procedures that can be performed on a one-day basis at Glover, and the list is growing. The more commonly performed procedures are dental, orthopedic, gynecological, urological and dermatological. Argon laser eye surgery is now being performed on a regular outpatient basis for patients with various acute and chronic eye problems. A minor surgery program was also incorporated into the overall ambulatory hospital services.

The Industrial Medicine Program provides the employer with immediate information about an employee's injury or illness allowing companies to make adjustments during their employee's recovery. Physical exams are given to employees of participating companies and special health tests are provided on request of the company.

The Sports Injury Program emphasizes prevention, early treatment and proactive management of sports-related injuries.

Glover's accredited Cancer Management Program includes a new cancer support group for families and friends of cancer patients.

Glover continued to expand its community health education and screening programs. New programs include Stop Smoking Clinics, a Colorectal Screening program and Skin Cancer Screening Clinics.

An extensive community awareness program has begun to inform residents about services the hospital provides. The awareness program includes newspaper and radio coverage health promotion and information activities for residents.

In response to the continued growth of prepaid health plans, Glover is pursuing relationships with Health Maintenance Organizations (HMO's) to strengthen Glover as it interfaces with this new health care delivery system. Also discussion has begun with insurance companies who have developed Preferred Provider Organizations (PPO's), a specialized form of HMO's. Other forms of affiliations that will be beneficial to the hospital are being explored.

The Glover Memorial Hospital Aid Association continues to significantly support the hospital. During FY '85 $40,000 was contributed to the hospital as a result of the activities performed by the Aid Association.

The Aid sponsored Glover Visitors program continues to be active with approximately 3,000 visits being made annually to patients who would otherwise have few if any visitors. Through the generosity of group, organizational, business and individual donors, many gifts to the Permanent Donation Fund were made.

FY '86 FORECAST

The hospital will continue to remain committed to quality, personalized patient care and medical excellence. It is expected that ambulatory and outpatient services and programs will be expanded in the coming year as the hospital continues to cost-effectively operate within constraints of the new prospective payment system.

Glover anticipates implementing a new delivery system for its Community Health Education programs which will result in an expanded Speakers Bureau, and an increase in the number of community outreach prograps to better meet the health care needs of Needham residents.

SUMMARY OF SERVICES

Medical - Surgical

Medical-Surgical Inpatient Admissions		3,330
Medical-Surgical Inpatient Admissions	3,330	3,136
One Day Surgical Patients	890	1,083
TOTAL	4,220	4,219
Occupancy: Medical Surgical Inpatients	70.7%	65.8%
Treated in Energency Room Inpatient & Outpatient	2,349	2,503
Physical Occupational Therapy Inpatient & Outpatient	10,212	22,574
Laboratory Tests: Inpatient & Outpatient	113,106	115,363
X-ray Services: Inpatient & Outpatient	24,094	23,361

Board of Health

John Fernald, Rachel E. Spector, Saul Adams, Robert Heustis, Director

PURPOSE:

The Board of Health is an elected Board and is mandated by the General Laws to enforce state and local public health and environmental regulations to preserve, protect and improve the public health and social well-being of the citizens.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$116,554.	Full Time	4
Expenses	11,850.	Part Time	5
Mental Health	66,888.		
Charles River Workshop	9,282.		
Capital Expense	8,500.		
TOTAL	$213,074.		

PUBLIC HEALTH NURSING

The Public Health Nurse visits, inspects and licenses Nursery schools and Day Care centers in Needham to assure the Community has high quality care for young children. Currently, five nursery schools and eight day care centers are licensed by the Board of Health nurse; acting for the Town of Needham.

During the fiscal year 1985, the Public Health Nursing provided the following services:

Communicable Disease Control

Salmonella	11
Hepatitis	1
Meningitis	6
Tuberculosis	3
Chickenpox	292
Gonorrhea	3
Scarlet Fever	3
Typhoid Fever	2
Home Visits for Investigation	66

Animal Bites Reported

Dog	40
Cat	6
Other	12

A total of 141 dogs were immunized at the annual 1985 Spring Rabies clinic.

Immunizations

Influenza	1471
Pneumonia	11
Measles, Mumps & Rubella	5
Gamma Globulin	5
Polio	53
Tetanus, Diphtheria	11
Diphtheria, Pertussis, Tetanus	35

Screening Programs

Mantoux Skin Testing	171
Lead Paint	8
Hemoglobin	15
Colo-rectal	18 (1 positive)
Glaucoma	132
Blood Pressure	1743
Scoliosis	176
Vision Screening	575
Lazy Eye Screening	53
Hearing Screening	422

Maternal and Child Health Programs

Newborn Baby Visits	57
Well Child Conference	19
Appointments	204
Parenting Seminars	11
Attendance	137

Inspections and Licenses

Nursery Schools	5
Day Care	8
Camps	2
Total number of on site visits	28
Health Guidance Home Visits	277
Mental Health Home Visits	90
Parochial School Nursing	350 hours
Federal Energy Assistance	140 families
Federal Surplus Food	839 households
3 distributions	
Smoking Cessation Seminars	9 attended
Group 1	

PUBLIC HEALTH NUTRITION

The activities and responsibilities of the Nutritionist have followed a pattern determined by correlating nutritional services with other health services in the community.

Physicians Referrals	Homemakers Orientation Program
VNA Referrals	Traveling Meals Program
Keep Well Clinics	Glover Memorial Hospital

Framingham State College Nutrition Students Affiliation

The following is a statistical summary of all nutrition services for the year:

Patient Conferences

Office Visits — 325
Home Visits — 40

Traveling Meals

Number of meals delivered — 7720
Average number of recipients — 30
New recipients — 52
Reinstated — 27
Weekend deliveries — 8, 11

Community Education Programs

Senior Adult Programs — 6
Weight Control Programs — 11
Nursery & Day Care Programs — 2
Nutrition and Diet Seminars — 2
Homemakers Training Program — 1
Flyers distributed and newspaper articles — 8

ENVIRONMENTAL HEALTH

The environmental health program, conducted by the Sanitarian is varied as determined by public demand, legal mandates, complaints, permit and licensure requirements, inquiries, and the regulatory enforcement of local Board of Health, State Sanitary Code, D.E.Q.E. Titles, Right to Know and other State rules and regulations.

A listing of complaints, inspectional activities, educational services, licensure and permit activities and remedial services performed in the 1984-1985 fiscal year.

191 Food service establishment inspections, etc.
224 Subsurface sewage disposal consultations and inspections.
68 Swimming pools (public, semi-public and domestic) inspections and consultations.
52 Domestic animal permit activities.
57 Solid waste disposal.
82 Minimum housing inspections.
43 Subdivision control.
3 Soft drink, carbonated beverage, bottling plant permit activities.
14 Inspections of camps, nursing homes, motels and other establishments.
7 Rabies clinics.
39 Unclassified, miscellaneous general nuisance complaints.
9 Professional meeting attended.

FY '86 FORECAST:

The protection of the public health and environment will continue to be the primary concern of the Board of Health. Our programs emphasize participation in programs to minimize preventable illness and communicable diseases.

A Clean Indoor Air Regulation adopted by the Board of Health for food service establishments with a seating capacity of over 40 people, will be in effect.

The health and environment of the Community will be further protected under the "Right to Know" law, which requires that all hazardous and toxic substances in public and private work places be inventoried and reported to the local "Right to Know" Coordinator and the Massachusetts Department of Environmental Engineering.

HUMAN SERVICES
Department of Veterans' Services

Terrence W. McGuire, Jr.

PURPOSE:

The Department of Veterans' Services performs those functions assigned to it by Chapter 115 of the General Laws of the Commonwealth. Chief among these functions is the administration of a program of benefits provided to Veterans and members of their families. The Department is assigned responsibility for Veterans' graves. A depository of discharges and records of service is maintained within the Department. Point of contact service is provided for matters to be brought before the Veterans' Administration, including compensation, pensions, educational benefits, medical treatment and hospitalization and other areas of concern. Representation before hearing panels of the Veterans' Administration, through the Office of the Commissioner of Veterans' Services, is provided for those Veterans requesting them.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$17,391.	Full time	0
Expenses	994.	Part Time	2
Capital Expense	0		
Veterans' Benefits	32,623.		
TOTAL	$51,008.		

FY '85 HIGHLIGHTS:

Benefits paid to Veterans and their families were down significantly in FY 1985. Causative factors were the positive condition of the local economy and the availability of Federal benefit programs applicable to several cases. Again, there was a marked increase in applications processed for Federal benefits reflective of the aging of our Veteran population. The total of Federal benefits paid to the Veterans of Needham and their dependents during the year were in excess of 2.65 millions of dollars.

On November 11th, the Town of Needham accepted the gracious gift of Anthony Cefalo of Remembrance Circle, our memorial to the Vietnam Veterans of the town. Mr. Cefalo constructed a contemplative, reflective circular garden at the end of Sunset Road, off Cefalo Road and Central Avenue. The Needham Veterans' Memorial Committee installed a commemorative plaque at the site. At the dedication ceremonies, Mr. Cefalo stated that his gift to the town was an indication of his love. Be assured that the love is returned, Tony. The emotions evoked by your tribute, particularly among those of us who served in Vietnam and the families of those young men who died there, were overwhelming. We will never forget your gracious act of sharing. It is significant that a World War II Navy veteran, yourself, saw fit to construct this tribute to your brothers and sisters who served in another war in another place. The town, and particularly the Veterans of Vietnam, are in your debt.

The members of the Veterans organizations in town displayed the flag of our country on each of the several holidays in Needham Heights and in Needham Center. The young men of the local DeMolay Chapter assisted in this project as a part of a community service project. Their help is much appreciated.

Sadly, the town bid its' final farewell to more than fifty of her sons and daughters who had served in the nation's wars during the year. They will be sorely missed. On Memorial Day, the members of the local posts of the Veterans of Foreign Wars and the American Legion decorated the graves of our Veterans in the two cemeteries in town. My thanks for their help and devotion.

FY '86 PROJECTIONS:

The major concern facing those involved in matters concerning Veterans is the aging of our Veteran population. Virtually all of the Veterans of World War II are now in their mid-sixties or seventies. Their health care needs, including long-term care facilities, are increasing. There are some programs in development at the Federal level to address those needs. The major thrust of our effort will be to work in support of those programs.

Youth Commission

William Duncan, Chairman; Carole Vollman, F. S. Terry Crook, Ted Bennett, Thomas Engelman, Youth Coordinator. Not pictured: Robert Enos, Paul Keyes

PURPOSE:

The Needham Youth Commission provides support services to youths and their families, and works to improve the quality of life through counseling, employment services, community education and restitution programs. The Commission is responsible for identifying and responding to the needs of Needham youth and their families.

The eight members of the Youth Commission are appointed as follows: One each by the Finance Committee, Board of Selectmen, Town Moderator, School Committee, Police Chief, and Park and Recreation Commission, and two youth advisors by the Superintendent of Schools. The youth board provides a significant link between youth services and the Town.

BUDGETARY DATA:

		Number of Employees	
Salaries	$88,717.	Full Time	4
Expenses	4,069.	Part Time	0
Capital Expenses	1,096.		
TOTAL	193,872.		

FY '85 HIGHLIGHTS:

The Commission's Community Counseling and Youth Service Center provided employment and counseling services to 2,100 young people during the report period. By providing information and support services to local teenagers and families, the Commission encourages greater utilization of available resources to enhance family life and prevent life's challenges from becoming problems.

For those young people and families who use our service, contact with a counselor either prevented a minor problem from becoming a serious family or community issue, or provided a young person or family with a place to turn for help. The Commission supplemented the counseling program by sponsoring parent support groups.

There were 1,120 jobs located during the past year in full time, part time, yard work and babysitting jobs. The Commission's Employment and Career Placement Program responds to the need for meaningful experiences for young people to learn about the challenging world of work.

The Needham Community Service Restitution Program processed twenty-three offenders who were ordered by law enforcement authorities to provide community service. Offenders provided 1,223 hours of service work for local community agencies and town departments, equal to $4,014 worth of work (based upon the minimum wage of $3.35/hour). Job sites included: Charles River Workshop, Community Council, Town Offices, Park and Recreation Commission, and the Department of Public Works. Young offenders are provided with a means to make up for their misdeeds in a constructive way and taught that crime does not pay.

The continued growth of the Needham Chapter of Students Against Driving Drunk (S.A.D.D.) to 800 members, reflects the strong commitment of young people to promote their theme: "Not to drink and drive or be a passenger in a car with a drunk driver." The S.A.D.D. awareness programs this year culminated in March, 1985 S.A.D.D. Awareness Week with a special program: "Needham Youth On Trial". A student filmed video show was

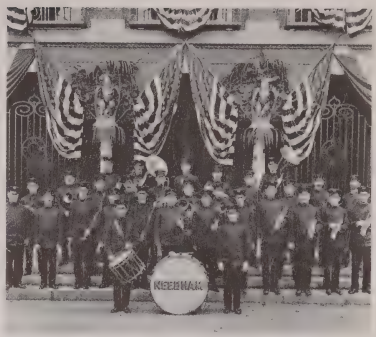
combined with a simulated drunk driving trial and a panel discussion. In May, 1985, a series of graduation programs on the dangers of drinking and driving were sponsored.

The Youth Advisory Council, a group of high school students who advise the youth board, has expanded their Peer Tutor Program, where high school students tutor middle school students in academic subjects and on skill development.

The Commission received $3,000 in materials and donations for our Restitution, Community Services, and Employment Programs. The Commission's Employment Service collected $5,640 in revenues. Adult and youth volunteers provided assistance to the employment service, as did the use of a computer-assisted management information system, which increased our ability to match residential and commercial job opportunities with qualified applicants.

FY '86 FORECAST:

The Commission plans to expand restitution services and community education presentations in the area of alcohol awareness. The Outreach and Counseling Program is planning to expand the Peer Tutor Program and sponsor additional adolescent and parent groups.



Council on Aging

Edward Pelletier, Chairman; Diane Perry Matthews, Daniel Comisky, Nina Ackerman, Helen Blumenberg, Florence Grinspoon, Sydney Dockser, John Jenkins, Margaret Lindsay, Beverly McNair, Francis Quillard, Gerald Swartz, Deborah Wentworth, Anne Tinkham, Janice Weiss, Executive Director. Not pictured, Helen Hicks, Camella Hertz

PURPOSE:

The Council on Aging was established by Town Meeting in 1957 to:

a) Identify the total needs and concerns of Needham's elderly and retired persons and those approaching retirement age

b) Design, promote, coordinate, and implement services and programs to meet these needs and concerns

c) Inform the community and enlist the support and participation of all citizens in this effort.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$41,441.	Full Time	2
Expenses	3,360.	Part Time	1
TOTAL	$44,801.		

The Council on Aging budget must be supplemented in other ways in order to provide the scope of services currently available. The Friends of Needham Elderly, Inc., The Executive Office of Elder Affairs and West Suburban Elder Services provide such funds.

FY '85 HIGHLIGHTS:

a) **STEPHEN PALMER CENTER:** is the **Focal Point** for older adults int he community where Aging Specialists plan, implement, coordinate, and evaluate programs and services based on the needs and input of the 60+ population in Needham. Program provided includes education, on a variety of topics and issues, recreation and physical fitness, arts and crafts, music, language, and with the assistance of the Needham Free Public Library an extensive collection of books featuring many large print titles. The staff recruits and trains volunteers to assist in carrying out the program and an additional two part-time professionals are paid through grant allocations in order to provide needed services. In FY '85, 3411 different individuals were provided services through the Council on Aging Program. Staff is available to counsel and assist the elderly and their families negotiate a very fragmented and often confusing network of Aging Services.

b) **EXTENT OF SERVICES:** 107,958 units of service (a unit is one contact per client) were provided by staff, volunteers, and cooperating Agencies. Some major areas of assistance included:

	UNITS OF SERVICE
OUTREACH SERVICES: (Information & Referral; Ring Every Day, Friendly Visitors; Transportation; Discount Program; Tax Assistance; Medical Forms; Brochure)	40,817
HEALTH MAINTENANCE SERVICES:	7,001
GROUP LUNCHES	15,580
RECREATIONAL & EDUCATIONAL	15,760
NEWSLETTER:	28,800

c) **VOLUNTEERS:** 325 (Duplicated Count) men and women contributed 15,467 hours of service in FY '85 or the equivalent of 10.5 Full Time Workers. This IN-KIND savings to the town is $65,000.

d) **FRIENDS OF THE NEEDHAM ELDERLY, INC.:** A private, non-profit organization founded in 1980, has assumed the full cost of printing and mailing the monthly newsletter as well as well as paying for improvements at the Stephen Palmer Center. People of all ages are welcome to join this group.

e) **OTHER TOWN DEPARTMENTS & HUMAN SERVICE AGENCIES:** Assistance to the Council on Aging to help meet the needs of the town's elderly has been provided through the cooperation of several private organizations including the Visiting Nurse Association, Roche Brothers, the Needham Community Council, and Crystal Transportation Inc. Other Town Departments have continued to be generous in directing part of their services to help older residents. The Executive Office of Elder Affairs has continued their support of the Needham Council on Aging with a Formula Grant Award of $7,298 from funds appropriated by the State Legislature on a per capita distribution formula based on the 1980 Census.

f) **FY '85 ACCOMPLISHMENTS:**

OPEN SUNDAY PROGRAM: Funded through a grant from West Suburban Elder Services, this program proved successful and continues to serve an average of 55 people per Sunday. The program offers a hot lunch and a variety of activities from Noon-4:00 p.m., thus providing a much needed continuum of services.

PART-TIME ASSISTANT: The addition of a Part-time Assistant has helped to provide a more effective and efficient service operation. As program participants increase and the numbers of older residents continues to escalate, additional staff becomes essential in order to provide quality service.

INCREASED PLANNING EFFORTS:

a) **NEEDS ASSESSMENT:** This was completed in conjunction with the Simmons Graduate School of Social Work and provided the COA with useful information regarding Adult Children and their knowledge of the elder service network.

b) **QUESTIONNAIRE:** Designed by Staff was mailed to 2,200 Seniors and allowed Center Participants to express their concerns and praise and thereby give valuable input into the planning process.

c) **MINI-FORUM:** Was held at the Center and participants discussed local as well as State and Federal Issues relating to older Americans.

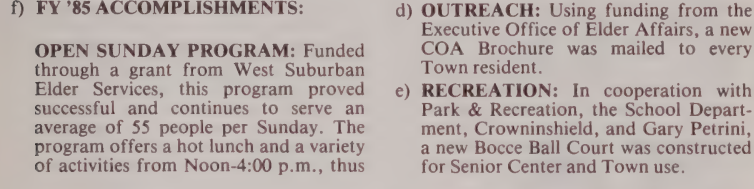
d) **OUTREACH:** Using funding from the Executive Office of Elder Affairs, a new COA Brochure was mailed to every Town resident.

e) **RECREATION:** In cooperation with Park & Recreation, the School Department, Crowninshield, and Gary Petrini, a new Bocce Ball Court was constructed for Senior Center and Town use.

FY '86 FORECAST:

The 6,007 people, over 60, in Needham is 21% of the total town population. The numbers continue to grow with 1,174 people over the age of 80 (an increase of 110 since last year). Currently, there are 650 people over 60 who live alone, and that figure does not include those residing in any of the elderly subsidized units. Approximately, 150-170 people use the Center, or its services, every day and the need for additional space is increasing. New programs that address the needs of the frail elderly, such as Social Day Care need to be explored and more supportive services such as Direct Outreach are necessary. Realizing this, the COA will make every effort to identify those living alone and where appropriate integrate them into the service network. The COA will also continue to explore the Transportation and Housing needs of the over-60 population and cooperate and work with other agencies to find solutions to those needs. Every effort will be made to support an Aging Network that advocates for a system that enables older people to live in dignity and maintain their independence for as long as they are able to do so.

DEVELOPMENT
Planning Board



John H. Cogswell, Chairman; Susan Glaser, Stanley Tippett, Norman A. Homsy, Richard C. Skarinka, Russell J. Burke, Planning Director

PURPOSE:

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. The Planning Board reviews all proposed subdivisions of land under the provisions of the Subdivision Control Law (M.G.L. Chapter 41, Sections 81-K to 81-GG) and administers the provisions of the Town's Subdivision Regulations and Procedural Rules. Under new Zoning By-law provisions adopted at the 1985 Annual Town Meeting, the Planning Board now acts as the special permit granting authority for certain types of prescribed development projects. Planned Residential Developments, Residential Compounds, and "Major Projects" under the new Site Plan Review By-law all require special permits from the Planning Board. The Board is also responsible for making advisory reports to the Building Inspector on "Minor Projects" under the Site Plan Review By-law. All proposals for amendments to both the Zoning By-law and Map and all applications to the Board of Appeals are reviewed and a recommendation rendered by the Planning Board. The Board is responsible for the continuous review and update of both the Zoning By-law and Subdivision Regulations. In the area of long-range or policy planning, the Planning Board has as a major responsibility the maintenance of an up-to-date Master Plan, which is used as a guidepost for decisions regarding future growth and development of the Town.

BUDGETARY DATA:

		Number of Employees	
Salaries	$40,167.	Full-time	1
Expenses	5,029.	Part-time	1
Capital Expenses	0		
TOTAL	$45,196.		

FY '85 HIGHLIGHTS:

The Fiscal Year 1984-1985 was a very busy, sometimes hectic, but nevertheless productive year for the Planning Board. The major work of the Board and Planning

Director was the preparation, presentation and explanation of several significant amendments to the Zoning By-law. In all, thirteen amendments were heard publicly and reported upon by the Planning Board, as required by State Statute. At the Annual Town Meeting, the following Board-sponsored articles were adopted by the required two-thirds majority vote: Site Plan Review, Flexible Development, Planned Residential Development, Residential Compound, Lot Coverage and Enclosed Parking, and Prohibition of Two-Family Conversions. Off-Street Parking Regulations and a Prohibition of Heliport and Other Landing Areas were also passed; these two articles were inserted in the Warrant by citizen petition. Of the other four articles sponsored by the Planning Board, the Conversion of a Single-Family Residence to a Two-Family Residence was withdrawn; and the Parking and Storage of Commercial Vehicles in Residential Districts, Conversion of a Municipal School Building, the Heliport Regulations were referred back to the Board for further study. A proposed amendment to the Zoning Map on Central Avenue (Single Residence B to Apartment Distric A-2), also sponsored by citizen petition, was defeated.

In its new capacity as a special permit granting authority, the following three "Major Projects" (all exceeding 20,000 square feet of new floor area; exhibiting an increase of 10,000 or more square feet of floor area; or creating 50 or more new off-street parking spaces) under the Site Plan Review By-law were approved with certain conditions imposed in each case: Hillside Realty Associates — 150 multi-family residential units; Gerrity Family Associates — office and R & D facility at 254 Second Avenue; and Gould Street Venture/Gould Street Realty Trust — Office building at 160 Gould Street. The following four "Minor Projects" under the Site Plan Review By-law had advisory reports issued: Riti Realty Trust — office building at 31 and 35 Highland Circle; Riverbend Realty Trust — office building at 220 Reservoir Street; James Trudeau — retail building at 39 Chestnut Street; and Interface Group — addition to office building at 300 First Avenue.

Only two Definitive Subdivision Plans were processed for approval last year, one at South Court (6 new lots) and one for the previously mentioned Hillside Realty Associates (105 dwelling units at Rosemary Ridge). The Board also made thirty-nine (39) advisory reports with recommendations to the Board of Apeals and processed two Scenic Road applications, both on South Street.

Other planning and zoning activities in 1984-1987 included work with citizens' advisory committees on Heliports and Off-Street Parking; Newman School Reuse Committee; Transportation Committee — restoration of commuter rail service; coordination with Board of Selectmen on school reuse, water resources, and land use development and growth management; and continuing interdepartmental cooperation with the Department of Public Works and Town Engineer, Town Counsel, Health Department, Building Inspector and all other officials concerned with managing growth, change and development in the Town of Needham.

Finally, the Planning Board was faced with the search for a new Planning Director, following the resignation in May of its highly valued professional planner, Russell Burke.

FY '86 FORECAST:

The Planning Board plans to consolidate the many recent zoning changes by soliciting further revisions from other Town officials and the citizens of Needham. Both technical revisions and more substantive amendments will be considered for the 1986 Annual Town Meeting. The aim is to build upon and refine the zoning changes adopted by Town Meeting over the past several years. The perceived need in the community to control and manage future growth and development, as well as to protect the character of Needham, are the guiding principles in such zoning work.

On more of a long-range level, the Needham "Master Plan", **Planning Studies — 1983,** needs to be updated in terms of changing needs and cir-cumstances both in the community and in the greater metropolitan area. Planning goals, objectives and policies need to be recalibrated. With the assistance of Town officials, Needham residents and local organizations, the Planning Board intends to begin this important work in 1985-86.

Also of significance in FY 1986 will be a planning/traffic consultant's study of the so-called Gould Street "Corridor": the mixed-use area bounded roughly by Route 128, Central Avenue and Gould Street west of the railroad tracks — as well as by Cross Street, Highland Avenue and Route 128 east of the railroad tracks. The private funds for this important study were earmarked by the Board in a condition of its Special Permit Decision for the new office building at 160 Gould Street. The professional consultant will be selected by the Planning Board.

Conservation Commission

Roy A. Cramer, Chairman; Elizabeth Anderson, Henry Ostrowski, John Sullivan. Not pictured: Michael Kupferman, Martin Healy

PURPOSE:

The functions of the Conversation Commission are to 1) advise the Town in matters pertaining to the use, management, and protection of the Town's natural resources and open spaces; 2) to administer the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40; and 3) manage conservation property including Ridge Hill Reservation.

BUDGETARY DATA:

	Number of Employees
Full-time	0
Part-time	0

FISCAL YEAR '85 HIGHLIGHTS:

The pressure to develop marginal lots continues to increase the Commission's work load since many of these types of lots involve the Wetland's Protection Act. The basic intent of the Act is that no person may remove, fill, dredge or alter certain natural resource areas without first filing a Notice of Intent with the Commission and obtaining, after a public hearing, an Order of Conditions. Those Conditions must protect certain environmental and public interests. Wetlands are defined broadly to include not only lakes, streams and ponds, but also marshes, swamps, flood plain areas, bordering wetlands containing certain vegetation, etc.

Enforcement of the Regulations with regard to abuse and misuse of wetlands, and inspection to insure compliance with directives from the Commission, has resulted in actions taken against several land owners.

The Commission has considered the acquisition of land or conservation restrictions on several parcels of land in response to the public desire for retention of undeveloped lands. For example, a) A conservation restriction and permission for public

access for boating, fishing, and other recreational activities along the Charles River at 220 Reservoir Street was received from owner, Riverbend Realty Trust and b) the deed for four acres of land for a wildlife preserve at Central Avenue and West Streets was received as a gift from William and Mary Sweet.

Negotiations were underway in an attempt to purchase a thirty-six acre parcel of land located between Cartwright Road and Powderhouse Road when a developer secured an option on the parcel.

Ridge Hill Reservation

Enjoyment of Ridge Hill Reservation for passive recreation continues to increase. Picknicking, hiking, skiing, camping, and use of the Fit-Trail attracted close to eight thousand visitors. The Out-Door Living Adventure Program sponsored by the Park and Recreation Commission during mid-summer had an enrollment of over three hundred children.

The main house at the Reservation continues to be in much demand for weddings, social functions and meetings.

On the Ridge Hill Extension to the Charles River, the final stretch of trail culminating at the river has been refined and completed, and the dam on the small duck pond was repaired, making for increased enjoyment of the area.

FY '86 PROJECTIONS:

The Commission sees a continued need for technical expertise in order to respond to more sophisticated development proposals on environmentally sensitive lands as well as the need for conual monitoring of existing projects to insure compliance with standing Orders of Condition.

The updating of the Conservation Recreation Master Plan will be completed in order for us to meet requirements for State and Federal open space funding.

The Commission hopes to focus its activities on land acquisition through purchase or by gift, with more time devoted to long-range planning and the preservation of open space.

"Tuesday, September 19, 1911: . . . the Civic and Trades Parade will form in Needham Square at 9, with E.G. Pond as marshal, and proceed over the following route: Highland avenue to May street, to Webster street, to Highland avenue, to Alfreton road, to Conant street, to Hunnewell street, to Hillside avenue, to West street, to Highland avenue, to Great Plain avenue, to Warren street, to School street, to Chestnut street, to Oak street, to Maple, to Great Plain avenue and disband at Needham Square."

Board of Appeals

Hertz N. Henkoff, Chairman; Warren J. MacDonald, Alexander Zaleski, Edward L. MacCallum, William Tedoldi

Any party may apply to the Board of Appeals for: 1) a variance from the provisions of the Zoning By-law, 2) a special permit where required by the Zoning By-law, and 3) a review of a decision of the Building Inspector in granting or refusing a permit or taking or declining to take action under the provisions of the Zoning By-law. The jurisdiction of the Board is established and defined by the Mass. General Laws and the Zoning By-law. The Board consists of three members and two associate members appointed by the Board of Selectmen.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$3,358.	Full-time	0
Expenses	3,878.	Part-time	1
Capital Expenses	798.		
TOTAL	$8,034.		

During the period July 1, 1984 through June 30, 1985 the Board of Appeals convened in 18 sessions to hear 45 applications for variances, special permits, and appeals from a decision of the Building Inspector and to deliberate to reach a decision. After hearing and consideration, the Board granted the relief requested on 31 applications and denied the relief requested on 6 applications. Three decisions made by the Building Inspector were upheld and 5 applicants were granted leave to withdraw their applications.

Under the provisions of the General Laws, all applications must be the subject of a public hearing. Notice is given by two newspaper publications. The first of two publications of a "Notice of Hearing" must appear in a local newspaper at least fourteen days prior to the date of the hearing. Notice is sent by mail to abutters as defined in the General Laws. The cost of such notice by publication is charged to the petitioner as part of the filing fee mentioned below. Decisions of the Board are filed with the Town Clerk. A copy of the decision is mailed to the applicant. Notice of the decision is mailed to the abutters. An appeal from a decision of the Board must be filed in court within 20 days from the date when the decision was filed with the Town Clerk. After the twenty-day appeal period has elapsed, the applicant who has received notice of a favorable decision must record the notice of that decision at his expense at the Norfolk Registry of Deeds, Dedham, Massachusetts to make the decision operative and effective. Application forms and Rules of Procedure for hearings may be obtained in the Town Clerk's Office during business hours. The filing fee for a variance or for a residential special permit is $100. The filing fee for a business special permit is $200. The filing fee must accompany each application together with four copies of a plot plan of the locus involved in the application. The filing fee for an appeal from a decision of the Building Inspector is $100. Applications may be filed in the Office of the Town Clerk.

The Zoning By-law which was amended pursuant to Chapter 808 of the Acts of 1975 has made more explicit the basis on which a variance may be granted. The applicant must show that **owing to circumstances relating to the soil conditions, shape, or topography of such land or structures** and especially affecting such land or structures but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the By-law would linvolve substantial hardship, financial or otherwise, to the petitioner, and that relief may be granted without substantial detriment to the public good.

All hearings are normally held in the Town Hall, usually on the third Tuesday evening of each month. The hearings are open to the public and all are welcome to attend. Decisions of the Board of Appeals are filed with the Town Clerk and are a public record.

Historical Commission

Nancy D. Hartford, Chairman; Beth Rich, Norman A. Homsy, Raymond Bosworth, Leslie G. Crumbaker

PURPOSE:

The Needham Historical Commission, created by the Town Meeting in 1976, consists of five members appointed by the Selectmen. Working under directives and criteria established by both state and national government, the Commission is responsible for identifying, researching, and recording the historic assets of the town. These historical assets are the visible, still existing evidence of the town's history — sites, structures, and houses. These are reported to the Massachusetts Historical Commission for inclusion in the Inventory of the Historical Assets of the Commonwealth. For those local assets of particular historical distinction or significance the Commission prepares nominations to the National Register of Historic Places maintained by the U.S. Department of the Interior. The Commission is also charged with the support and encouragement of historic preservation within the town.

BUDGETARY DATA:

Expenses: $280.88

No full-time or part-time employees — all members are volunteers.

FY '85 HIGHLIGHTS:

This year your commission has completed and forwarded two more nominations to the National Register: The Robert Fuller House (1707) at 3 Burrill Lane, and the Israel Whitney House (1830) at 963 Central Avenue. The Commission is now at work in preparing a nomination to the National Register of the Emery Grover Building (1898) at 1330 Highland Avenue, the town's oldest public building and its first high school. The Commission has also forwarded to the state commission inventory reports for six more of Needham's old houses for inclusion in the Inventory of the Historical Assets of the Commonwealth. Much of the efforts of your commission in FY '85 have gone towards the creating of the town's first Historic District in the area along Central Avenue from Townsend Green to Great Plain Avenue and beyond, which, if the Commission's proposal is accepted, will become the Old Center Historic District. Again this year the Commission received the commendation of the Massachusetts Historical Commission for the quality of its submissions.

FY '86 FORECAST:

During the coming year the Commission hopes to complete the work necessary for the creation of the Old Center Historic District. The state commission has given preliminary approval to the submission of nominations of three more of Needham's fine old houses to the National Register. And finally, the Commission has a substantial backlog of houses which must be researched and inventory reports prepared.

Copies of the Commission's Inventory Reports and nominations to the National Register are available at the Library for reading and research.

The Commission makes its annual bow of thanks to Mr. Kenneth Watson, its volunteer photographer.

Housing Authority

Stephen Merritt, Chairman; Diane Perry Matthews, John Wallace, Edward Cahalane. Not pictured: John D. Moore and Rita Osborne, Executive Director

The Needham Housing Authority this year is enthusiastically opening a day care facility located at 286 Linden Street. The day care will provide service to 14 youngsters ranging from 2.9 to 7 years of age. Our hope, with the opening of day care, is to provide self-sufficiency beyond public housing by assisting tenants to pursue education and employment.

Funds to convert the old office at 164 Linden Street to that of Chapter 689 handicapped housing is being sought from the Executive Office of Communities and Development.

Modernization funds applied for and received will begin much needed improvements at the State elderly housing complex. The funding award totals $473,406 for new heating systems, window replacement, thermostats, sidewalk improvements and exterior painting. The work is scheduled to begin and will take three years to complete.

The State family units are in the final phases of bathroom replacements.

A Small Cities Grant application was submitted by the Selectmen for the Housing Authority. Funding is sought to correct a serious deterioration of the retaining wall within the development and also to upgrade and resurface the streets.

Income and eligibility requirements are specific within each program. They are as follows:

FAMILY SIZE	FEDERAL PROGRAM	STATE PROGRAM
1 person	$11,300	$14,476
2 persons	12,900	16,544
3 "	14,550	18,612
4 "	16,150	20,680
5 "	17,450	21,972
6 "	18,750	23,265
7 "	20,050	24,557

Applications for all programs are available at the Housing Office located at 28 Robert Cook Drive.

It is with great pride that we thank the area agencies who have supported and assisted our many residents. Our goal is to promote a mutual understanding and to further expand services which will allow our residents greater self-sufficiency.

CULTURAL AND LEISURE SERVICES
Free Public Library

Charles Henderson, Chairman; Roma Jean Brown, Robert D. Hall, Jr., Thomas M. Harkins, Deborah Wentworth, Emily Salaun, John Lebourveau, Vivian McIver, Librarian

PURPOSE:

The purpose of the Public Library is to serve as a resource center for everyone in the community seeking information, continuing education, recreation and culture. The Public Library assumes a unique role, one undertaken by no other institution, in that it expresses in a concrete form the cultural, social, political and economic history of society. Since 1975, the Needham Free Public Library has undertaken to preserve, maintain and collect certain historical public records of the town in its Laura G. Willgoose Archives Room.

The two major services of the Public Library are providing materials (books, magazines, audio-visual) and information to the general public. The Public Library is the only agency with this function, and in order to perform adequately must maintain and develop a collection of books and other materials in sufficient amounts as to be able to assist individuals in their search for information and to provide enough of these materials to make the Library a dependable source for those who use it for educational, recreational and cultural pursuits. The Public Library must then organize these materials and make them available so that they are convenient and easy to use. Through the services of the Eastern Regional System, the Needham Public Library and holders of Needham Public Library cards may draw on the resources of the Eastern Regional System. The Needham Public Library offers the additional services of educating and assisting individuals of all ages in the use of library materials, special services are provided for senior citizens and handicapped persons, museum passes are available for the major museums in Boston and vicinity, and a variety of programs such as story hours, book talks, films and speakers on varied topics are offered during the year.

BUDGETARY DATA:

Number of		Employees	
Salaries	$378,206.	Full-time	17
Expenses	163,094.	Part-time	23
Capital Expenses	47,213.		
TOTAL	$588,513.		

FY '85 — Major Services — Circulation of Books and Other Materials

(For every transaction in checking out an item, a corresponding transaction takes place when the item is returned.)

Adult Dept.	198,927
Juvenile Dept.	82,524
	281,451

Special Services Circulation:

Talking books and cassettes for legally blind and physically handicapped from Library of Congress and Perkins Institute	458
Number on deposit at Library	340

The talking Book Room also has a sound-proof booth, which was federally funded, for listening to and recording talking books used by the handicapped.

The Library also maintains book collections at various locations throughout the town for the convenience of Senior Citizens.

Circulation Details

Magazines, pamphlets	14,246
Art Prints	918
Museum Pass Reservations	1,158
(Aquarium most popular)	201
Overdue Notices Sent	14,100
Bills Sent	1,325
Reserves Filled (patron request for special book titles)	2,185
Library cards issued	
Adult	4,709
Juvenile	974
	5,683

Major-Services — Providing Information:

In preparation for the automation system, the reference collection of 3700 (plus) books has been bar-coded. Work has continued on the indexing of Needham newspapers. The years 1929, 1930, 1931 were added during FY '85. Needham newspaper indexing is now complete for: 1875-1889, 1920-1931, 1966-1985.

Reference Department Statistics:

Questions answered	
Adult	24,233
Juvenile	3,322
	27,555
Reference books circulated on overnight loan	659
People using Geneology Collection	125
Books lent to other libraries	112

Inter-Library loan:

(Books borrowed from other libraries) These come from libraries, public and collegiate, from the U.S. AND Canada	332

Geneology Collection:

The collection was relocated into the former Laura G. Willgoose Archives Room.

Instruction on How to Use the Library

The Reference Supervisor, Young Adult Librarian and the Children's Librarian gave instructions to school classes on how the library is arranged, about general library services, how to use basic reference books and the card catalog, and a description of the library's automation project. A personnel change occurred in the Children's Department. Mrs. Beth Willey, Assistant Children's Librarian, resigned in May and Miss Gay Dennett, former Library Assistant, was appointed to fill the position.

2 - High School Economic Classes	60 students
6th Grade Orientation Program: The Young Adult Librarian visited all of the 6th Grade homerooms at the Newman and the Pollard Middle Schools - 11 classes visited	291 students
13 - Classes visited the Children's Room	346 students

Catalog Department Statistics:

The cataloger has attended monthly meetings of the Bibliographic Data Committee of the Minuteman Library Network, and has trained staff members in the procedures for bar-coding and transferring catalog records to the Minuteman database.

Books cataloged:	Adult	4,440
	Juvenile	759
		5,199
Records and Cassettes cataloged:		228

Laura G. Willgoose Archives Room:

The Archival Collection was moved into the new Laura G. Willgoose Archives Room during the month of February. The new room was created by partitioning off part of the library's garage space, and was funded by money from the Laura G. Willgoose Trust Fund. In May the Trustees voted to work with the Needham Historical Society on a cooperative archival project. Under the 1976 agreement the Needham Historical Society will continue to transfer archival documents from the Historical Society to the Laura G. Willgoose Archives Room. The Library Trustees, using funds from the Laura G. Willgoose Trust, have hired an archivist to inventory the His-

torical Society's archival documents. These documents will be housed in the Library's fireproof Archives Room. Copies of selected documents will be made for the Historical Society.

FY '85 HIGHLIGHTS:

In mid-August work began on the library's automation project and has continued all year. Goals and standards were set for bar-coding books and shelf list cards. By June 30th, 102,829 books and their corresponding shelf list cards were bar-coded: (79% of the library's book collection). Ten staff members were trained in the procedure for data conversion, and by the end of June 1985, 34,738 books (26.7% of the book collection) had been entered into the Minuteman Library Network database.

The Needham Library is one of the twenty member libraries in the Minuteman Library Network. A basic database was created by merging the Framingham and Somerville library records. The merger created a database of 84,926 title records, and 102,243 item records. Librarians were trained in bibliographic data entry. The Needham librarians received training in November, 1984. Network committees composed of representatives from each library have worked long and hard in preparing supporting documentation for creating machine readable formats. Over the past year the libraries have input an average of 19,505 title records and 66,425 item records per month. The Minuteman Library Network database is now about 50% complete and when finished will have approximately 700,000 title records and 2.2 million item records.

Giovanni Castano Art Lecture, October 28, 1984:

As an extension of the Giovanni Castano exhibition presented at the Needham Library in October, 1983, the Library Trustees sponsored a slide lecture by the notable art historian Agnes Mongan, Director of Harvard's Fogg Art Museum from 1968-1971. Her lecture was entitled, "Art and the Art Historian: John Castano's Influence on the Pursuit of 16th Century French History." The late Giovanni Castano, long-time Needham resident, was considered the Dean of Italian painters in the United States as well as a recognized art critic, appraiser and art restorer.

Programs and Exhibits:

Adult & Young Adult Departments:	Attendance
5 Movie Programs — Cary Grant Film Festival	120
5 Book Talks by Director	200
3 "Breaking Away 1984" — A bicyling program series in 3 parts featuring speakers and a film	28

12 Art Exhibits by the Needham Art Association — The Association refurbished the Library's display screens in the lobby in Memory of a charter member, Mary Duffy.

22 Special exhibits in the Library Display Cases.

19 Organizations used the Library's Community Room on 50 different occasions.

Feb. 1985 — The Young Adult Librarian attended two meetings at the Newman Middle School to assist the Needham Creative Arts Council in the selection of visiting authors for the June Literary Festival.

Children's Department:	
89 Story hours	1,626
13 Film shorings	389
22 Programs for Older Children	272
Summer Reading Clubs:	
Pre-school Read-To-Me Club	138
Mystery Club	236
Family Picnic	70
Teddy Bear Jamboree	28

During February school vacation, 40 children were entertained by Jean Tibbils, storyteller.

During the April School vacation Claire DiMeo of Discovery Puppets performed for 150 children.

As a preview to the 1985 Summer reading program a staff member of the Higgins Armory Museum lectured in costume to 50 children, on the life of children in the Middle Ages. Children were allowed to try on various samples of armor.

151 — Total Programs 3,592 - Attendance

Programs — Friends of the Needham Library:

October 12, 1984 — Bus trip to Duxbury for a visit to the Alden House, lunch at Winsor House Inn and a book talk by Robert D. Hale.

November 18, 1984 — Colin Bourn, English Professor at Fitchburg State College, gave an absorbing talk on Jane Austen and her work.

January 6, 1985 — Dr. Helen Heineman, professor and biographer, spoke to an appreciative audience about "Mrs. Trollope: Traveller, Novelist, Entrepreneur of the 19th Century".

February 3, 1985 — Brad Sears from Last Chance Garage spoke to a standing-room only audience about "You and Your Car".

March 24, 1985 — Fred Feldmesser, an international authority on gems and jewelry gave a talk on "Gems" and their value as investments.

May 5, 1985 — William Sargent, founder of the Cape Cod Marine Center, presented a refreshing, illustrated lecture based on his book, "Shallow Waters: A Year on Cape Cod's Pleasant Bay."

June 7, 1985 — The Creative Arts Council and the Friends of the Needham Library held an author's reception in the Children's Department which was the culmination of a week of visits to the Needham Schools by eight authors and a songwriter. Over 200 parents and children attended the reception.

The Friends of the Needham Library continue to be of great support to the Library. In addition to programming, the Friends gave the Children's Department a record player and an automatic sound filmstrip projector for storyhours. Additional purchases for the library were two desk chairs for the terminals, an additional panel for the audio-cassette display unit, a light and microphone for the Community Room podium. Monies from the Friends "Best Sellers Rental Collection" purchased 312 best sellers for the collection and 136 new large print books. 191 books were withdrawn from the rental collection and added to the library's circulating collection.

Gifts and Grants:

The Trustees and library staff thank all of the volunteers who gave 1,066.5 hours of their time working in many areas of the library. Volunteer time increased 5.8% hours over FY '84. Also appreciated are the many gifts of books, magazines and donations to the Library's Permanent Donation Fund. Many of these contributions are given in memory of friends and relatives.

The Library received an Arts Lottery Grant of $200 to be used toward the restoration of an N.C. Wyeth painting, "Charles River Scene." The restoration work was completed and the painting is hanging in the Library's N.C. Wyeth Room.

Board of Library Trustees:

Mrs. Mary H. Dickert and Mr. William H. Ganick retired in April, 1985 after serving more than twenty years on the Board of Library Trustees. At the April Board Meeting, recognition was given to the retiring Trustees for their many years of dedicated and creative service to the Needham Free Public Library.

The Trustees and library staff were saddened by the death of two part-time library employees, Mrs. Mary Alice Brash and Mrs. Bea Brailey. Mrs. Brash worked for many years at the main library, the branch library and most recently at the desk by the library's rear entrance. Mrs. Brailey worked at the reference desk and in the Children's Room.

The Library will complete its automation project by the end of May, 1986. It is anticipated that at that time the majority of books, records, cassettes and reference collection will have been entered into the Minuteman database, library patrons will have received their Minuteman Library Network library cards, and patron files will also have been entered into the MLN patron database.

The first library function to operate after the library is on-line will be the circulation of books and records. The new system will be faster, more accurate, provide prompt notification of overdue materials, speedy identification of the precise location of books, immediate detection of reserved books, and a variety of statistical reports.

As time progresses there will be the capability of automating all library functions. The Trustees will be closely monitoring the use of the card catalog and assessing the demand for automating the catalog via public access terminals. A fully automated catalog would require some internal changes in the adult areas of the Library.

CULTURAL AND LEISURE SERVICES
Park and Recreation Commission

Barrie Little-Gill, Chairman; Normand L. Provencher, Robert Hawes, Elinor Devlin, Walter Shields, Nancy A. White, Director

"Monday, September 18, 1911: At 9 o'clock A.M. the Athletic Committee have arranged for the one mile race. At 10 o'clock on Green's Filed a baseball match between Needham Y.M.C.A. and Swampscott A.C. Also a Children's entertainment in the Town Hall from 9:30 A.M. to 12 for the Children."

PURPOSE:

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced year-round recreation programming and leisure services for residents of all ages.
- Serves as steward of over 400 acres of public parkland and Town Forest
- Maintains and schedules recreation and athletic facilities
- Manages Rosemary Lake and Pool as the principal aquatic recreation facility
- Provides long-range open space and recreation planning
- Coordinates and provides support service for over 40 community recreation organizations
- Sponsors special events, community celebrations, and festivals
- Provides youth leadership training and volunteer resource development

The Park and Recreation Commission is regarded as the principal leisure service agency in the community.

BUDGETARY DATA:

		Number of Employees:
Personal Services	$169,691.	Full-time 2
Expenses	62,401.	Part-time 123
Capital Expenses	3,000.	
TOTAL	$235,092.	

FY '85 HIGHLIGHTS:

Meeting the recreational needs of the citizens of Needham has been the challenge of the Park and Recreation Commission in 1985. Altering and up-grading programs to meet the needs of the youth, adults, senior citizens, special needs and handicapped is a continual task and was very evident in 1985, as was the increased requests for park and recreation facilities.

The National Park and Recreation Commission theme of "Life. Be in it" is certainly having an effect on the citizens of Needham. The Park and Recreation Commission received its greatest number of requests for field and park use in 1985. Registration for many programs were record-breaking. Summer programs were altered to fit the needs of the community. The summer playgrounds, one of the Park and Recreation Commission's oldest programs, made a change by operating all day in answer to the needs of the community with more mothers working full-time. An additional staff member was added to the Outdoor Living Program as this program continues to grow.

The Park and Recreation Commission received $125,438.57 in operating program receipts, thus reducing the net cost of recreational services to the town to 46% of the actual operating budget.

The Second Annual, "Life. Be in it" Day held in August, was even a greater success than last year and is now drawing more and more participation and support from community organizations. Over 600 citizens participated in the festival which featured exhibits, contests, pony rides and games for all ages.

The Seventh Annual 3 Mile Fun-Run saw a new co-sponsor support the Park and Recreation Commission. The Communications System of GTE stepped forward with their corporate support. Once again volunteer assistance was evident from the GFWC — Jr. New Century Club, Needham Jaycees, Auxiliary Police of Needham and Park and Recreation Staff.

Rosemary Pool Complex provided recreational swimming for over 70,000 users. Swimming lessons were provided for over 1200 youngsters. While sailing, canoeing and radio-controlled model yachting also took place, Charles River Workshop, Perkins School for the Blind, Camp People, Camp Malcolm Girl Scouts, and the Walker School utilized Rosemary Pool frequently during the summer.

As Rosemary Pool continues to exceed its life expectancy, major expenditures occurred in '85 and additional major expenses will have to be made in the near future to enable the pool and complex to function properly, as original equipment and machines will need to be overhaulde and/or replaced.

The Arts in the Parks program saw one of its most spectacular performances by the First Marine Band, President Lincoln's Own, from Michigan. The 80 piece group sang, danced and performed music before an audience of close to 3000 people. The Lt. Mason Carter Veterans of Foreign Wars Post in Needham sponsored the entire program. The Park and Recreation Commission continues to receive vital support from the private and corporate sector via financial, in-kind services and volunteer leadership for the Arts in the Parks program. Without this assistance, this program could not continue to flourish.

In November of 1984, the Park and Recreation Commission became stewards of approximately 17 acres of recreational land abutting Rosemary Lake. Part of the property has been used by the Patriots Trail Girl Scouts for many years. The Commission is considering the future potential of the property.

The Seventh Season of the Winter Festival of Performing Arts offered one performance in 1985. The Cole Porter review from New York performed to the delight of many citizens. The yearly series is sponsored by The Needham Council for the Arts and Humanities with generous support by the Needham Community Theatre and various corporations and townspeople.

In the spring of 1985, the Park and Recreation offered its first trip to Washington, D.C. for 8th grade students. The trip was an outstanding success as the group saw such sites as the Lincoln, Jefferson and Vietnam Memorials, Smithsonian Institution, Ford's Theatre, the FBI Building, the Washington Zoo, etc. The group had a very moving moment when 2 youngsters were chosen from the group to place a wreath on the Tomb of the Unknown Soldier. The Needham Park and Recreation Commission was acknowledged to the hundreds present for the wreath laying ceremony.

Edward Pelletier continued as the Park and Recreation Commission representative to the Council on Aging. He has done an outstanding job for both boards. Paul Keyes, Youth Commission Representative, resigned after one year of outstanding service as he was transferred out of state. Richard Creem was selected by the Park and Recreation Commission to succeed Mr. Keyes. Richard is not a new face to the Park and Recreation Commission as he was an employee of the department for four years.

After 14 years of dedication to the Park and Recreation Commission, Charles "Red" Rizzo stepped down. Mr. Rizzo had been involved with major facility and personnel growth during his 14 years of service to the Park and Recreation Commission.

FY '86 FORECAST:

The Park and Recreation Commission plans for 3 capital items in 1986. The painting of the interior and exterior of the bathhouse at Rosemary Pool, as well as sandblasting the interior of the pool. The lights at Claxton Field will be refurbished as they are over 15 years old and not cost effective. The Park and Recreation Commission will continue its efforts to serve the town with the highest quality programs and facilities possible.

As the 1980's have brought recreation into the daily lives of all the citizens of Needham, the Commission will be considering changes to pursue the excellence in recreation programming.

Memorial Park

Andrew Lawson, Chairman; Robert Chalue, Roger Goodwin, Frederick Muir, Arthur Tiernan

Activities at Memorial Park increased greatly in 1985. The Control Calendar shows almost every day filled with some scheduled organization during the fair-weather months.

On June 18, 1985, a news release was printed and distributed explaining the problem of refurbishing the roof on the Memorial Park building.

Three different plans were proposed and offered for bidding. In each case, the bids returned were higher than the 1984 Town Meeting appropriation of $30,000.

Ron Sockol approached the Memorial Park Trustees and the Needham Board of Selectmen to organize a committee of townspeople for creating a special "Community Weekend" for refurbishing the roof ourselves. This idea was unanimously agreed to. The "Community Weekend" Committee was formed, comprised of Ron Sockol, chairman; Andy Lawson, Phil Garrity, Bob MacEwen, Doris Alexander, Gary Petrini, Lois Sockol, Bob Melia, Tony Cefalo, Jack Malone, and Bob Harris.

The weekend of October 5th and 6th was chosen. This project reminded many of April 19, 1921 when 2,000 Needham men, women, and children started the initial work to create Memorial Park.

Many have advised the committee of their interest in doing their part. It should prove to be a very eventful weekend.

Another project performed at Memorial Park was to widen and raise the cinder track to the height of the retaining irons. For the first time in years we were able to use **real** cinders and not the man-made "Mass Lite" usually available. The track is not yet complete, but should be finished by the Spring season of 1986.

Many thanks to Mr. Gerry Browne for his efforts in obtaining the cinders free of charge from the New England Electric System.

Much appreciation is also extended to Mr. Robert MacEwen, Director of Public Works, and Mr. John Cusick, Superintendent of the Park Division.

Our special thanks again to Mr. Bob Harris, Supervisor of Memorial Park for a job well done.

FINANCE
Finance Committee

Charles Downe, Patrick Hyland, Robert J. Bond, Warner Hartford. Not pictured: William M. Powers, Chairman; Larry Smith, David Carson

"Every Town. . . shall (have) . . . a finance committee, who shall consider any or all municipal questions for the purpose of making reports or recommendations to the Town" (Ch. 39, sec. 16)

Needham's nine members are appointed by the Town Moderator, three each for a term of three years. The committee is assisted by a paid executive secretary, a part-time permanent town employee.

The finance committee's primary role is to review, evaluate, and make recommendations to Town Meeting on all the operating and capital budgets, and all other matters having possible financial impact that come before Town Meeting.

Committee meetings, which are posted, are held at Town Hall most Tuesday evenings during the year and are open to the public. During these meetings, budgetary goals are set, proposed budgets are reviewed with Department Heads or appropriate advisory committees, warrant articles discussed, and recommendations to Town meeting voted. Recommendations for Town Meeting are printed in the Warrant prepared for the meeting.

It is felt that Needham will enter fiscal year 1986 in good shape. Among the reasons for the favorable position are increased state aid, inflated property values, increased commercial construction, and favorable interest rates. Not to be overlooked would be the financial constraint of Town Meeting and the efforts of town personnel to make departments operate efficiently and economically.

The future challenges the wisdom and ingenuity of the finance committee and the community. A few of the problems, some new and others older, may be identified by label; funding health care, the hospital, funding essential services while costs go up, higher water/sewer charges, federal reduction in aid, new school aid legislation, and the possible impact of recent judicial decisions dealing with labor costs.

As the finance committee members deliberate fiscal issues within a context of program justification and ability to pay, it becomes increasingly clear that the Town must look beyond just the next fiscal year. That point becomes most apparent when the Town is reminded of the possible closing date for the disposal area but is more subtle when reference is made to preservation of open space or changing needs of Town departments.

The future does belong to those who plan for it.

FINANCE
Board of Assessors

Richard W. Finnegan, Herbert L. Dodge, Joseph W. Bergin, Jr., Phillip Gates, Administrative Assessor

The Board of Assessors has the basic responsibility of establishing the Town's tax base by assigning an assessed value to every parcel of real estate (about 10,000) in the Town. In addition, the Assessors place a value on all taxable personal propert of business and industry in the Town. As of January 1, 1984, the taxing date for FY 1985, the total assessed value of property, real and personal, was more than 1.4 billion dollars, up some 40% over the previous year, as follows:

Real Estate	1,396,304,180.
Personal Property	29,144,560.
Total	1,425,448,740.

The FY 1985 tax rate was $16.14 per thousand dollars ov valuation for all classes of property. The total tax levy was $23,006,743. This levy was less than that of the previous year by over $26,000.

BUDGETARY DATA:

		Number of Employees	
Personal Services	$120,000.	Full-time	6
Expenses	18,000.	Part-time	3
Capital Expenses	2,000.		
TOTAL	$140,000.		

FY '85 HIGHLIGHTS:

FY 1985 was a valuation update year for the Town. Since the work ws not completed until March of 1985, estimated tax notices were issued in October 1984 for the first half.

Cole, Layer and Trumble Co., the Assessors contract consultant in revaluation and new computer tax programming, completed its work in the Spring of 1985 and actual bills were sent out April 3, 1985.

FY '86 FORECAST:

The Town was re-assessed in its entirety as of January 1, 1984 for FY 1985. This will not have to be done again under existing law until FY 1988. As always there will be some changes every year caused by abatements granted, new information received, new building construction, sub-divisions, alterations and additions.

The first-half tax bills for FY 1986 will be mailed timely, on or about October 1, 1985. It is estimated that the tax rate will increase by about three percent over last year.

Contributory Retirement Board

Joseph Carey, Chairman; Claire Hawes, J. Darrison Sillesky

"Monday, September 18, 1911: In the evening, in the Town Hall at 8 o'clock, the Hon. Charles Francis Adams and George K. Clarke, Esq. will deliver historical addresses covering the period since the incorporation of the town and outlining the bearing certain events had on the making of history. Also a poem written for the occasion by Mrs. J.G.A. Carter will be read."

PURPOSE:

The Needham Contributory Retirement System, an integral part of the State Retirement System, is administered by a three member Board: the Town Comptroller, an employee elected by the members of the System, and a citizen appointed by the Selectmen. The latter two members serve for a three-year term, the Town Comptroller is a permanent member. Board meetings are held each month and are open to the public. This year was marked by the resignation of Louis F. Klein, who had provided invaluable assistance during his twelve years of service on the Board.

Functions of the Board include counseling employees on retirement options, processing their applications for retirement benefits, administration of the retirees/survivors payroll of $2.6 million annually, filing detailed operating reports with State/Federal agencies, investment of funds totalling $12.1 million.

Our accounting records are audited annually by Arthur Andersen & Co., and this year the State also completed an audit of the System. We take pride in their positive audit reports.

MEMBERSHIP:

The 831 active employees include all Town departments, excepting the school teachers, who participate in a separate plan. Employees contribute 5-8% of their gross salary. Interest is credited annually to their accounts at the rate being paid on bank svings accounts, currently 5½%. The number of retirees/survivors continues to rise, and as of June, a total of 422 are receiving monthly benefits.

INVESTMENT MANAGEMENT:

The Board contracts for invaluable assistance in the management of its portfolio. Investment counselling ws provided by the firm of Fort Hill Investors Management Corp., and pursuant to specific guidelines, the Board made its first investment in a common stock. The Bank of New England served as the custodian of all securities, collecting all interest/dividend income and the proceeds of all securities sold. This service benefitted the Board's administrative expenses and also investment income by accelerating the re-investment of cash proceeds. During the year, the Board continued its policy of reducing long-term bond holdings, and new bond purchases were concentrated in 5-7 year maturities in Treasury and Federal Agency issues.

STRUCTURAL CHANGES:

The passage of Chapter 661 in 1984 opened up a new era for Municipal Retirement Systems. One of its major objectives is the improvement of investment performance by Municipal Boards. Procedures were formalized to permit those Boards with professional management to request exemption from the statutes which restricted investments in equities. Taking advantage of this, the Board filed its application with the State and the State subsequently approved the application in March. Chapter 661 also offered each Retirement System the option of merging its funds in a pool managed by a new State agency called PRIT. After reviewing the financial advantages offered by PRIT, which included an annual contribution of approximately $500,000 from the State to Needham, the Board voted to join PRIT as of July 1, 1985. Subsequently, the Board of Selectmen and the annual Town Meeting approved the Board's decision. We look forward with optimism to the benefits of our PRIT membership.

Commissioners of Trust Funds

FINANCIAL SUMMARY FY 1985:

FUND BALANCE JULY 1, 1984			$11,123,213
Employee Contributions	914,524		
less: Refunds	−386,810	$527,714	
Appropriation from Town (for Pensions)		1,928,639	
Investment Income (net)	1,154,774		
From other Towns		9,218	
Reimbursement for C.O.L.		155,546	
*Appropriation for Unfunded liabilities		395,000	
*Appropriation for Unfunded liabilities transferred to Ret. System from Town		3,178,635	
Gains on sales of stock		51,856	
Appropriation for expenses		41,855	
TOTAL INCOME			7,443,237
Pensions Paid		2,020,120	
Annuities Paid		235,504	
Payments to other Towns		13,651	
Survivor Benefits		10,887	
Expenses-Payroll		23,532	
Expenses-Non Payroll		20,970	
TOTAL DISBURSEMENTS		2,324,664	
FUND BALANCE - June 30, 1985			16,241,786

*RESERVED-FUNDING OF PAST SERVICES

Robert W. Cutts, Gerald Swartz, Robert E. Kettley

The Commissioners of Trust Funds are elected for a three-year term. They meet monthly at an open meeting or more often if necessary.

The Commissioners are responsible for the administration of all Trust Funds. Investments and expenditures of monies within the terms of the 38 trusts are reviewed regularly with the assistance of the Town Treasurer.

During the fiscal year ending June 30, 1985, a Glover Memorial Hospital Nurses Loan Program was instituted in accordance with the Trust of Agnes H. Regan. A determination was also made that a portion of the interest income from the John B. Tolman Trust be distributed to the organization, "Studens Against Driving Drunk".

The citizens of Needham continue to benefit from the generous gifts donated to the Glover Memorial Hospital, Needham Public Library, the Schools, Park and Recreation Commission, Needham Cemetery and the Council on Aging. During 1984/1985, the Trust Funds received gifts in the amount of $96,795. On behalf of the Town, the Commissioners express their gratitude to these generous donors.

As of June 30, 1985, total Trust Funds were $1,305,062. including investment income of $126,885. for the period.

The Trustees' goal is to maximize yield in keeping with prudent investments and yet retain such liquidity as required by the terms of the Trusts.

Department of Finance

Michael Carroll, Finance Director; Gerard Sullivan, Treasurer and Tax Collector; Joseph Carey, Comptroller; Robert W. Burke, Data Processing Manager

PURPOSE:

The department performs all essential financial management and electronic data processing functions for the Town, including, budgeting and planning, collecting, investing and dispersing cash, asserting accounting controls and preparing final reports, and managing the property and casualty, group health and life, and workers' compensation insurance programs.

BUDGETARY DATA:

		Number of Employees:	
Salaries	$351,905.	Full-time	18
Expenses	224,500.	Part-time	0
Capital Outlay	38,133.		
TOTAL	$613,538.		
Debt Service	388,558.		
Group Health & Life Insurance	1,227,566.		
Property & Casualty Insurance	328,156.		
Workers' Compensation	215,000.		
TOTAL	$2,698,812.		

The Community spirit that has always characterized Needhamites, also encourages many home owners to voluntarily pay their real estate tax bills as soon as they are received. Early taxpayers, aware of the belt-tightening that all towns are going through, frequently tell the staff in the Treasury that they want the Town to gain the interest. At the close of Fiscal Year 1985, over 98% of the taxpayers had paid in full. Despite increases in Town expenses and a decline in interest rates for short term investments from approximately 11% in July, 1984 to 7% in June, 1985, $563,000 in interest was earned for the General Fund. On the other hand, a decline in interest rates helped the Town when borrowing the $1,165,000 authorized by the 1984 Town Meeting. By borrowing initially at favorable short term rates and delaying the General Obligation Bond issue, the funds were borrowed at 5.10%, an excellent rate, which saves considerably in interest payments. The rate and the number of bidders indicates Needham's excellent rating in the financial community.

The Data Processing Center has expanded its hardware resources to include Personal Computers, in order to enhance services to user departments. These powerful micro-computers have enabled departments to satisfy their programming needs on a more individual basis. The many software application packages available on this small computer have allowed the Data Processing Center to satisfy a user need without costly and time consuming programming on the main frame. One excellent example of this efficiency and cost savings, is in the School Psychology department that tests all students. All tests and results are processed through a microcomputer containing very specialized programming to properly evaluate our Needham students. All personal computers are completely compatible to allow sharing of Town resources and trained personnel.

During the year, the Accounting office continued to emphasize the accurate verification of all the Town's financial transactions, which included over 125,000 records. Such attention to the auditing and scheduling of cash disbursements contributed significantly to maximizing the Town's cash position and interest income. We are also pleased that the annual audits performed by the firm of Arthur Andersen & Co. have verified the accuracy of our General Ledger accounts and financial statements.

ARTHUR ANDERSEN & CO.
BOSTON, MASSACHUSETTS

To the Honorable Board of Selectmen,

Town of Needham, Massachusetts:

We have examined the financial statements of the various funds and account group of the TOWN OF NEEDHAM, MASSACHUSETTS as of June 30, 1985 and for the year then ended, as listed in the foregoing index. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The Town follows accounting policies promulgated by the Commonwealth of Massachusetts which vary in certain respects from generally accepted accounting principles. The most significant difference relates to the use of the modified cash basis for recording the operations of the Town's hospital and the water department, as described in Note 1(g). Generally accepted accounting principles require that hospital and water department activities be accounted for as enterprise funds.

Consistent with the practice of most municipalities in the Commonwealth of Massachusetts, the Town has neither capitalized the cost of its general fixed assets in a General Fixed Asset Group of Accounts (see Note 1(f)) nor reported in the General Long-Term Obligations Account Group its unfunded pension liability as determined by an acceptable actuarial cost method (see Note 2) as required by generally accepted accounting principles.

In our opinion, except for the effect of (1) not reporting hospital and water department activities in enterprise funds on an accrual basis, (2) not capitalizing fixed assets in a General Fixed Asset Group of Accounts and (3) not reporting in the General Long-Term Obligations Account Group the Town's unfunded pension liability as determined by an acceptable actuarial cost method, the accompanying financial statements present fairly the financial position of the various funds and account group of the Town of Needham, Massachusetts as of June 30, 1985, their respective changes in fund balances, and their revenues, transfers and expenditures for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Our examination was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The information contained in Exhibits I and II is presented for the purpose of additional analysis and is not a required part of the basic financial statements. This information has been subjected to the auditing procedures applied in our examination of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Arthur Andersen & Co.

September 27, 1985.

TOWN OF NEEDHAM, MASSACHUSETTS

COMBINED BALANCE SHEET – ALL FUND TYPES AND ACCOUNT GROUP AND CONTRIBUTORY RETIREMENT SYSTEM

JUNE 30, 1985

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES		ACCOUNT GROUP	Combined Totals (Memorandum Only)	
ASSETS:	General Fund	Special Revenue Funds	Special Assessment Fund	Capital Projects Fund	Trust Funds	Contributory Retirement System	General Long-Term Obligations	1985	1984
Cash and temporary investments	$11,568,818	$ –	$ –	$ –	$ 829,893	$ 1,819,914	$ –	$14,218,625	$ 7,139,369
Other investments (Note 1)	560,990	–	–	–	475,168	10,969,339	–	12,005,497	17,717,305
Property taxes receivable -									
Current year's levy	446,752	–	–	–	–	–	–	446,752	465,803
Prior years' levies	95,649	–	–	–	–	–	–	95,649	83,428
Other receivables and tax titles -									
Hospital	3,190,757	–	–	–	–	–	–	3,190,757	1,773,408
Motor vehicle excise	330,289	–	–	–	–	–	–	330,289	343,345
Water	201,267	–	–	–	–	–	–	201,267	159,102
Departmental	146,220	–	–	–	–	–	–	146,220	134,242
Accrued interest	–	–	–	–	–	255,469	–	255,469	241,684
Tax titles	57,717	–	–	–	–	–	–	57,717	53,001
Other	201,909	204,878	–	–	–	18,174	–	424,961	472,901
Due (to) from other funds	(4,625,757)	1,474,885	–	205,805	–	2,945,067	–	–	–
Apportioned assessments	–	–	131,570	–	–	–	–	131,570	155,702
Other	47,366	–	–	102,093	–	–	–	149,459	285,753
Amount to be provided from tax levy for retirement of bonds (Note 3)	–	–	–	–	–	–	1,695,000	1,695,000	1,950,000
Amount to be provided for payment of other long-term obligations	–	–	–	–	–	–	1,408,000	1,408,000	2,159,695
Amount to be provided from tax levy for retirement of short-term debt	1,169,102	–	–	–	–	–	–	1,169,102	–
	$13,391,079	$1,679,763	$131,570	$307,898	$1,305,061	$16,007,963	$3,103,000	$35,926,334	$33,134,738
LIABILITIES AND FUND BALANCES:									
Liabilities and reserves -									
Warrants payable	$ 1,322,043	$ –	$ –	$ –	$ –	$ –	$ –	$ 1,322,043	$ 1,347,129
Accrued payroll and withholdings	581,972	–	–	–	–	–	–	581,972	431,619
Accrued vacation pay (Note 3)	1,069,000	–	–	–	–	–	–	1,069,000	883,000
Accumulated sick leave (Note 3)	–	–	–	–	–	–	979,000	979,000	948,000
Short-term notes payable	1,377,133	–	–	–	–	–	–	1,377,133	90,751
Reserve for abatements	432,956	–	–	–	–	–	–	432,956	265,755
Deferred revenue	3,225,560	–	131,570	102,093	–	–	–	3,459,223	2,029,949
Long-term lease obligations (Note 3)	–	–	–	–	–	–	429,000	429,000	651,000
Other liabilities	526,245	262,067	–	–	–	–	–	788,312	1,039,898
Bonds and notes payable (Note 3)	–	–	–	–	–	–	1,695,000	1,695,000	1,950,000
Total liabilities and reserves	$ 8,534,909	$ 262,067	$131,570	$102,093	$ –	$ –	$3,103,000	$12,133,639	$ 9,637,101
Commitments and contingencies (Notes 2 and 5)									
Fund balances -									
Overlay surplus (Note 4)	$ 254,005	$ –	$ –	$ –	$ –	$ –	$ –	$ 254,005	$ 250,000
Reserve for encumbrances	599,213	2,277	–	–	–	–	–	601,490	511,049
Continued appropriations (Note 4)	471,181	106,670	–	205,805	–	–	–	783,656	347,681
Reserved (Note 4)	2,770,975	–	–	–	–	–	–	2,770,975	1,986,218
Unreserved	760,796	1,308,749	–	–	1,305,061	–	–	3,374,606	9,279,476
Net assets available for plan benefits	–	–	–	–	–	16,007,963	–	16,007,963	11,123,213
Total fund balances	$ 4,856,170	$1,417,696	–	$205,805	$1,305,061	$16,007,963	$ –	$23,792,695	$23,497,637
	$13,391,079	$1,679,763	$131,570	$307,898	$1,305,061	$16,007,963	$3,103,000	$35,926,334	$33,134,738

The accompanying notes are an integral part of these financial statements.

TOWN OF NEEDHAM, MASSACHUSETTS

COMBINED STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCES – ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS FOR THE YEAR ENDED JUNE 30, 1985

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	Combined Totals (Memorandum Only)	
	General Fund	Overlay Surplus	Special Revenue Funds	Capital Projects Fund	Expendable Trust Funds	1985	1984
REVENUES:							
Property taxes, net of provision for abatements of $650,000 in 1985	$22,233,200	$ –	$ –	$ –	$ –	$22,233,200	$22,629,335
Hospital	12,039,995	–	–	–	–	12,039,995	12,205,158
Motor vehicle excise taxes	1,566,271	–	–	–	–	1,566,271	1,313,735
Water rates and services	1,190,143	–	–	–	–	1,190,143	1,185,042
Intergovernmental receipts	4,132,905	–	1,304,239	102,527	–	5,539,671	4,843,549
Interest and dividends	563,220	–	373,233	–	124,816	1,061,269	1,108,920
Departmental and other	1,121,268	–	1,602,882	–	95,695	2,819,845	4,763,285
	$42,847,002	$ –	$ 3,280,354	$102,527	$ 220,511	$46,450,394	$48,049,024
TRANSFERS FROM (TO) OTHER FUNDS:							
Overlay surplus	$ 135,995	$(135,995)	$ –	$ –	$ –	$ –	$ –
Other	(99,814)	–	(3,238,416)	–	(1,837)	(3,340,067)	–
	36,181	$(135,995)	(3,238,416)	–	(1,837)	(3,340,067)	$ –
EXPENDITURES:							
Education	$15,816,977	$ –	$ 1,111,107	$ –	$ 501	$16,928,585	$15,872,053
Public safety	4,617,936	–	177,177	–	–	4,795,113	4,640,437
Human services	12,716,718	–	–	–	181,114	12,897,832	11,630,289
Public works	3,236,743	–	305,195	179,032	–	3,720,970	3,891,147
Culture and recreation	836,198	–	4,947	–	16,476	857,621	758,340
Debt service	388,520	–	–	–	–	388,520	336,460
Employee benefits (Note 2)	1,830,445	–	1,481,274	–	–	3,311,719	5,885,530
General government	3,217,631	–	–	–	1,283	3,218,914	2,141,880
Planning and development	55,020	–	–	–	–	55,020	48,029
State and county assessments	1,982,913	–	–	–	–	1,982,913	1,866,138
	$44,699,101	$ –	$ 3,079,700	$179,032	$ 199,374	$48,157,207	$47,070,303
EXCESS (DEFICIENCY) OF REVENUES AND TRANSFERS OVER EXPENDITURES	$ (1,815,918)	$ (135,995)	$ (3,037,762)	$ (76,505)	$ 19,300	$ (5,046,880)	$ 978,721
OTHER FINANCING SOURCES (USES):							
Proceeds of short-term debt	$ 1,014,102	$ –	$ –	$155,000	$ –	$ 1,169,102	$ 190,000
Transfer from reserve for abatements	–	140,000	–	–	–	140,000	250,000
Accrued vacation pay reclassification	(560,695)	–	–	–	–	(560,695)	–
Other, net	(12,991)	–	–	–	–	(12,991)	28,682
	$ 440,416	$ 140,000	$ –	$155,000	$ –	$ 735,416	$ 468,682
FUND BALANCE, beginning of year	$ 5,977,667	$ 250,000	$ 4,455,458	$127,310	$1,154,042	$11,964,477	$10,798,472
FUND BALANCE, end of year	$ 4,602,165	$ 254,005	$ 1,417,696	$205,805	$1,173,342	$ 7,653,013	$12,245,875

The accompanying notes are an integral part of these financial statements.

TOWN OF NEEDHAM, MASSACHUSETTS

STATEMENT OF REVENUES, TRANSFERS AND EXPENDITURES – BUDGET AND ACTUAL – GENERAL FUND – BUDGETARY BASIS FOR THE YEAR ENDED JUNE 30, 1985

	GENERAL FUND	
	Adjusted Budget	Actual
REVENUES:		
Property taxes	$22,356,743	$22,364,482
Hospital	12,270,442	11,978,655
Motor vehicle excise taxes	1,519,154	1,466,415
Water rates and services	1,169,611	1,180,843
Intergovernmental receipts	4,407,644	4,274,507
Interest and dividends	694,314	563,220
Departmental and other	987,824	1,121,124
	$43,405,732	$42,949,246
TRANSFERS FROM (TO) OTHER FUNDS:		
Overlay surplus	$ 250,000	$ 135,995
Other	966,034	966,034
	$ 1,216,034	$ 1,102,029
Overlay Deficit Raised	$ 8,713	$ 8,713
EXPENDITURES:		
Education	$16,194,087	$16,032,076
Public safety	4,809,746	4,722,223
Human services	12,940,450	12,820,704
Public works	3,467,425	3,556,582
Culture and recreation	854,072	844,998
Debt service	406,333	388,520
Employee benefits (Note 2)	2,571,590	2,572,753
General government	3,836,278	3,466,327
Planning and development	58,466	55,080
State and county assessments	2,017,258	1,982,913
	$47,155,705	$46,442,176
EXCESS OF EXPENDITURES OVER REVENUES AND TRANSFERS	$ (2,525,226)	$ (2,382,188)

The accompanying notes are an integral part of these financial statements.

TOWN OF NEEDHAM, MASSACHUSETTS

COMBINING STATEMENT OF CHANGES IN FUND BALANCES – SPECIAL REVENUE FUNDS, CAPITAL PROJECTS FUND, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS AND CONTRIBUTORY RETIREMENT SYSTEM FOR THE YEAR ENDED JUNE 30, 1985

	Balance June 30, 1984	Revenues and Receipts	Proceeds From Debt, Net of Repayments	Interest and Dividends	Disbursements	Interfund Transfers From (To)	Balance June 30, 1985
SPECIAL REVENUE FUNDS:							
Federal Revenue Sharing*	$ 494,426	$ 403,394	$ –	$ 40,121	$ –	$ (400,000)	$ 537,941
Sale of Town property	450,000	–	–	–	–	(450,000)	–
Supplemental pension funding (Note 2)	2,890,783	–	–	287,852	–	(3,178,635)	–
Claims trust fund	(30,443)	903,057	–	30,615	1,481,276	845,576	267,529
Sewer construction reserve	70,338	14,716	–	–	–	–	85,054
Federal and state grants	146,303	299,661	–	–	317,951	(90,381)	37,632
State aid to highways	97,298	197,517	–	–	305,159	106,670	96,326
Revolving funds	166,930	979,074	–	–	975,280	–	170,724
Parking meters	143,853	61,294	–	14,645	–	(25,000)	194,792
Other	25,970	48,408	–	–	34	46,646	27,698
	$ 4,455,458	$2,907,121	$ –	$ 373,233	$3,079,700	$ (3,238,416)	$ 1,417,696
CAPITAL PROJECTS FUND,							
Public works	$ 127,310	$ 102,527	$155,000	$ –	$ 179,032	$ –	$ 205,805
EXPENDABLE TRUST FUNDS:							
School	$ 9,921	$ –	$ –	$ 1,265	$ 500	$ (512)	$ 10,174
Library	129,151	5,927	–	14,062	16,477	(1,325)	131,338
Hospital	898,493	88,197	–	90,147	181,114	–	895,723
General	116,477	1,571	–	19,342	1,283	–	136,107
	$ 1,154,042	$ 95,695	$ –	$ 124,816	$ 199,374	$ (1,837)	$ 1,173,342
NONEXPENDABLE TRUST FUNDS:							
School	$ 17,700	$ 100	$ –	$ 1,538	$ –	$ –	$ 19,338
Library	19,250	1,000	–	531	–	–	20,781
Hospital	20,100	–	–	–	–	–	20,100
General	71,500	–	–	–	–	–	71,500
	$ 128,550	$ 1,100	$ –	$ 2,069	$ –	$ –	$ 131,719
CONTRIBUTORY RETIREMENT SYSTEM	$11,123,213	$2,714,573	$ –	$1,154,774	$3,324,664	$ 3,340,067	16,007,963

*Federal Revenue Sharing funds were transferred to the General Fund and disbursed for policemen's salaries. Amounts expended agree with budgeted expenditures.

The accompanying notes are an integral part of these financial statements.

TOWN OF NEEDHAM, MASSACHUSETTS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES – NONEXPENDABLE TRUST FUNDS AND CONTRIBUTORY RETIREMENT SYSTEM FOR THE YEAR ENDED JUNE 30, 1985

	FIDUCIARY FUND TYPES	
	Contributory Retirement System	Nonexpendable Trust Funds
REVENUES:		
Interest and dividends	$ 1,154,774	$ 2,069
Retirement contributions –		
Employer	1,911,281	–
Employee	527,714	–
Other	182,122	–
Gain on sale of securities	51,856	–
Other	41,600	1,100
	$ 3,869,347	$ 3,169
EXPENSES:		
Employee benefits	$ 2,324,664	$ –
	$ 1,544,683	$ 3,169
TRANSFERS FROM OTHER FUNDS (Note 2)	3,340,067	–
INCREASE IN FUND BALANCES	$ 4,884,750	$ 3,169
FUND BALANCES, beginning of year	11,123,213	128,550
FUND BALANCES, end of year	$16,007,963	$131,719

The accompanying notes are an integral part of these financial statements.

TOWN OF NEEDHAM, MASSACHUSETTS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1985

(1) Summary of Significant Accounting Policies

Accounting policies and financial reporting practices for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town are as follows:

(a) Basis of Presentation

The accompanying financial statements include the financial transactions of the Town of Needham, Massachusetts, except for those transactions involving the Needham Housing Authority which is an activity independent of the Town. Certain reclassifications of the 1984 comparative information has been made in order to conform such information with the 1985 presentation.

(b) Fund Accounting

Financial transactions of the Town are recorded in the following funds or account group:

1. The General Fund reflects the financial transactions related to general governmental activities which are not otherwise accounted for in another fund.

   Included within the General Fund are the unreserved fund balance (surplus revenue) and overlay surplus.

   - The unreserved fund balance is the amount by which unrestricted cash, accounts receivable and other assets exceed liabilities and reserves.
   - The overlay surplus represents the unused portion of funds appropriated for tax abatements in prior years. This surplus is available to fund extraordinary or unforeseen expenses upon vote by the Town Meeting.

2. The Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, trusts and major capital projects) that are legally restricted to expenditures for specified purposes. These sources include Federal Revenue Sharing funds, which must be expended in accordance with Federal Revenue Sharing guidelines, gifts and grants from outside sources, which must be expended in accordance with the provisions of the grants, and funds related to specific activities of the Town. These funds are available to fund future operations as prescribed by the Town.

3. The Special Assessment Fund accounts for the amounts levied against individual property owners for street, sewer and sidewalk betterments payable over future periods through the year 1998.

   The General Fund balance sheet includes the current portion of unpaid assessments due.

4. The Capital Projects Fund accounts for the acquisition of capital facilities financed in whole or in part by long-term debt. Other acquired capital assets financed through either tax levies or debt are reflected as expenditures in the General Fund Statement of Revenues, Transfers and Expenditures.

5. The Trust Funds account for money and securities received and held by the Town as trustee or custodian for individuals, private organizations and other governmental agencies.

   Trust Funds are classified as expendable or non-expendable depending on whether the principal portion of the fund balance may be expended, or whether only investment income may be used.

6. The General Long-Term Obligations Account Group (Note 3) includes the liabilities for long-term debt, long-term portions of noncancellable leases and estimated maximum sich leave liabilities. The balance payable on long-term debt and liabilities is offset by resources to be provided through taxation in future years.

(c) Accounting for Revenues

Revenues in the governmental fund types (General Fund, Special Revenue Funds, Special Assessment Fund and Capital Projects Fund) are accounted for using a modified accrual basis whereby the receipts during the July 1 to August 31 period that are allocable to the preceding fiscal year are reflected as revenues for that year. Interest is recorded using the accrual basis.

(d) Accounting for Expenditures and Encumbrances

General Fund expenditures are recorded on the modified accrual basis. Disbursements for material and supply inventories are considered expenditures rather than assets at the time of purchase. Prepayments are recorded as expenditures at the time of payment and are not deferred and amortized. Interest cost is recognized when due and is not accrued over time. The repayment of long-term debt principal is recorded as an expenditure of the General Fund.

Encumbrances are recorded as charges against budgeted appropriations (and unreserved fund balance) when the goods or services are committed resulting from approved purchase orders and contracts issued by the Town.

(e) Investments in Marketable Securities

Investments in marketable securities are stated at cost, adjusted for accretion of discounts and amortization of premiums. At June 30, 1985, the market value of investments, including those held in the Town's Contributory Retirement System, was $11,185,369. See Note 1 (i) for the corresponding market values of marketable securities held in the Town's Contributory Retirement System.

(f) Accounting for Fixed Assets

Through June 30, 1985, the Department of Revenue did not require the recording of fixed assets in the general ledger. Accordingly, the Town does not record fixed assets in an asset account in the Town's general ledger at the time of acquisition, but expenses them when purchased.

(g) Accounting for Hospital and Water Department Activities

The activities of both the Glover Memorial Hospital and the Water Department are included in the books and records of the Town as part of the General Fund. Revenues and expenditures are recorded on the modified accrual basis. As described above, fixed assets are not recorded or depreciated on the books of the Town. Generally accepted accounting principles require that self-supporting departments be accounted for in separate enterprise funds on an accrual basis.

The condensed financial information for the Hospital and Water Department which is presented below was prepared from the books and records of the Town. As discussed above, information relating to fixed assets and depreciation is not available.

	Hospital	Water Department
Receipts	$11,978,655	$1,180,843
Direct expenditures	12,328,559	763,498
Debt Service	161,750	92,138
Allocation of general government expenses	859,155	275,998
	$ (1,370,809)	$ 49,209

(h) Budgetary – GAAP Reporting Reconciliation

Accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles (GAAP). A reconciliation of budgetary-basis to GAAP-basis results is presented below:

Excess of expenditures over revenues and transfers – budgetary basis	$ (2,382,188)
Effect of use of modified accrual method for recognizing revenue	283
Effect of modified accrual method for recognizing expenditures	69,604
Increase in accrued vacation pay	(186,000)
Funds encumbered by the Town	599,213
Overlay Deficit Raised	(8,713)
Activity transferred from the General Fund to Special Revenue Funds and the Capital Projects Fund	91,883
Excess of expenditures over revenues and transfers – GAAP basis	$ (1,815,918)

Massachusetts law does not require preparation of a budget for grants accounted for in the Special Revenue Funds. Since such grants, other than Federal Revenue Sharing, are not budgeted, a budgetary comparison with actual results of operations is not presented.

(i) Contributory Retirement System Accounting

The System follows accounting policies mandated by the Commonwealth of Massachusetts. The accounting records are maintained on the accrual basis. In accordance with the requirements of the Commonwealth, the accompanying balance sheet includes investments in bonds stated at book value (cost plus or minus any unamortized premium or discount) and investments in stocks stated at market value. At June 30, 1985, the value of these investments was as follows:

Bonds, at book value (quoted market value of $10,014,111)	$10,809,589
Stocks, at market value (cost of $169,750)	159,750
Total bonds and stocks	$10,969,339

(2) Retirement Plans

Teachers, certain administrators and other professional employees of the Town's School Department individually participate in a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board. The Town does not contribute to this plan.

Substantially all other Town employees participate in the Town of Needham Contributory Retirement System. Contributions to provide benefits under the System are made by the Town and the Needham Housing Authority under the "pay-as-you-go" method by annually contributing the amount determined by the State Division of Public Employee Retirement Administration. The contribution is calculated as the amount necessary to provide for the following year's retirement benefits. The active Town employees contribute 5%, 7% or 8% (depending upon date of employment) of their regular compensation, as defined. In addition, the Town has provided supplemental funding under Chapter 559 of the Acts of 1977 to reduce the Town's actuarial past service cost. As of June 30, 1985, cumulative supplemental funding under Chapter 559, including interest income, totaled $3,573,635.

The following table summarized the actual Town funding for 1985 and the actuarially determined contribution required assuming funding of past service costs as a level percentage of payroll over 30 years:

Annual benefit contributions	$ 1,516,281
Supplemental funding (transferred to contributory retirement system)	395,000
Total funding	$ 1,911,281
Approximate 1985 funding required per January 1, 1983 actuarial valuation	$ 2,483,000

The following table presents the benefit information for the System as of January 1, 1983, the date of the latest actuarial valuation, and the asset information for the System as of June 30, 1985:

Actuarial present value of accumulated benefits –	
Vested	$29,719,000
Nonvested	618,000
	$30,337,000
Net assets available for payment of benefits	$16,007,963

As permitted by law, the Town has elected to utilize $233,568 of the excess earnings of the Contributory Retirement System for the year ended June 30, 1985, to fund its 1986 pay-as-you-go contribution.

The actuarial present value of accumulated benefits results from applying actuarial assumptions to reflect the time value of money and the probability of payment to those future periodic payments that are attributable under the System's provisions to the service employees have rendered.

The significant actuarial assumptions used in the valuation are as follows:

Cost method	Entry Age Normal Cost Method
Mortality	1971 Group Annuity Mortality Table
Investment return	7½% per annum
Increase in payroll cost	6% per annum
Cost-of-living adjustment for retirees	3% per annum

Generally accepted accounting principles require that the portion of the Town's annual pension costs, as determined by an acceptable actuarial cost method, which cannot be funded by available financial resources should be reported in the General Long-Term Obligations Account Group. Pension costs have been generally funded by the Town under the "pay-as-you go" method, and have historically been less than amounts determined by an acceptable actuarial cost method. As a result, the unfunded balance of the actuarial present value of accumulated vested benefits has continually increased. If the Town had reported its unfunded actuarial present value of accumulated vested benefits in this account group, the related account group liabilities, based on the latest available actuarial report, would have increased by approximately $18,409,000. Information is not available to quantify the unfunded balance as of June 30, 1985.

On July 1, 1985, the Town transferred control of the assets of its Contributory Retirement System (market value of approximately $15,379,000) to the Pension Reserves Investment Trust (PRIT) Fund. PRIT was created by the Commonwealth of Massachusetts through legislation (Chapter 661 of the Acts of 1983) to serve as the investment portfolio for the assets of state and local retirement systems electing to join PRIT. PRIT is managed by the Pension Reserves Investment Management (PRIM) Board which hires pension investment consultants, portfolio managers and other professionals on behalf of PRIT. As a participating system, the

Town will share in the annual appropriation made by the Commonwealth of Massachusetts to help finance the unfunded pension liabilities of the PRIT participating systems. Membership in PRIT also allows the Town to share in additional funding from the Commonwealth of Massachusetts to eliminate any unrealized market loss in the retirement system assets at July 1, 1985 over a period of ten years.

The Town also provides retirement benefits to former employees who were never subject to the Contributory Retirement System. Payments to these retirees, pursuant to appropriation by the Town Meeting, amounted to $235,500 in 1985 and $212,000 in 1984. These employees are not included in the actuarial valuation referred to above and there is no available estimate of their related actuarial liability.

In addition to providing pension benefits, the Town provides health care and life insurance benefits for certain retired employees. Substantially all of the Town's employees, excluding those of the School Department, may become eligible for these benefits when they reach age 55 or have worked for the Town for at least 20 years. Health benefits are provided through the Town's Claims Trust Fund, while life insurance benefits are provided through an insurance company. The Town recognizes the cost of providing health care benefits by expensing the actual premiums paid, which, for retirees, were approximately $233,060 in 1985. Life insurance premiums paid in 1985 for retirees were not significant.

(3) General Long-Term Obligations Account Group

(a) Long-Term Debt

As of June 30, 1985, the Town has the following outstanding long-term debt:

Description	Date of Issue	Fiscal Year of Maturity	Original Principal Amount	Interest Rate	Amount Outstanding at June 30, 1985
INSIDE DEBT LIMIT:					
Glover Memorial Hospital Addition	05/01/77	*	$2,120,000	*	$1,200,000
Handicapped Alterations	11/01/80	1991	430,000	6.70%	250,000
Land Purchase	10/15/81	**	169,000	**	60,000
Total inside debt			$2,719,000		$1,510,000
OUTSIDE DEBT LIMIT:					
Water Projects	10/15/81	1985	147,000	9.25%	35,000
Water Mains	09/01/83	***	190,000	***	150,000
Total outside debt			$ 337,000		$ 185,000
Total debt			$3,056,000		$1,695,000

* Bonds mature serially from 5/1/86 to 5/1/97 and were issued at a rate of 4.75%.

** Bonds mature serially from 10/15/85 to 10/15/86 and were issued at rates ranging from 9.25% to 9.5%.

*** Bonds mature serially from 9/1/85 to 9/1/87 and were issued at a rate of 7.25%.

Debt service for future years consists of the following:

For the Years Ending June 30,	Current Year Debt Service	Cumulative Liability		
		Total	Principal	Interest
1985	$359,000	$2,140,000	$1,695,000	$445,000
1986	342,000	1,798,000	1,440,000	358,000
1987	283,000	1,515,000	1,230,000	285,000
1988	245,000	1,270,000	1,045,000	225,000
1989	225,000	1,045,000	870,000	175,000
1990	186,000	859,000	725,000	134,000
1991	159,000	700,000	600,000	100,000
1992	129,000	571,000	500,000	71,000
1993	123,000	448,000	400,000	48,000
1994	119,000	329,000	300,000	29,000
1995	115,000	214,000	200,000	14,000
1996	109,000	105,000	100,000	5,000
1997	105,000	–	–	–

As of June 30, 1985, the Town had $1,169,102 of bonds authorized but unissued.

(b) Accumulated Vacation and Sick Leave

Town employees generally are entitled to 15 days of sick leave per year which, if not taken, may be accumulated to a maximum of 100 days for school teachers, 90 days for other employees of the school department and an unlimited number of days for all other eligible Town employees. The accumulated sick leave may be reduced by illness in a subsequent year or paid (up to a maximum amount of $20 per day for teachers, $10 per day for other employees of the school department and 25% of unused sick leave for all other Town employees) upon death or retirement. The Town does not accrue sick pay, but has estimated the potential maximum liability to be approximately $979,000, which could become payable over future years by the Town, upon the death or retirement of employees. The General Long-Term Obligations Account Group in the Combined Balance Sheet reflects this amount.

Town employees are entitled to up to five weeks of vacation each year, granted annually, based upon years of service rendered to the Town. The accompanying balance sheet reflects the Town's estimate of its liability for vacation pay.

(c) Capital Lease Obligations

The Town leases certain machinery and equipment under noncancellable capital lease contracts expiring through fiscal 1988. In accordance with National Council on Government Accounting Statement No. 5, the present value of minimum lease payments at June 30, 1985 is reflected in the General Long-Term Obligations Account Group.

(4) 1986 Budget

The Town has authorized a fiscal 1986 operating and capital budget totaling $46,724,606 which will be financed from the following sources:

1986 Tax levies, state grants, departmental receipts, etc.	$42,987,034
Special Revenue Funds —	
Federal Revenue Sharing	550,000
Sale of Town property	20,478
Other	62,551
Available surplus	2,770,975
Overlay surplus	100,000
Excess earnings of Contributory Retirement System	233,568
	$46,724,606

In addition, the Town has carried forward appropriations totaling $783,656 from 1985 and prior years for projects authorized by the Town Meeting but not yet completed. Amounts carried forward include General Fund ($471,181), Capital Projects Fund ($205,805) and Special Revenue Fund ($106,670) appropriations.

(5) Commitments and Contingencies

(a) County and Regional Assessments

The Town is a member of the Metropolitan District Commission (MDC), the Massachusetts Bay Transportation Authority (MBTA) and the Minuteman School District. Aggregate net costs of service, including debt service requirements, are assessed to the Town and other members of these entities in accordance with various formulae. Additionally, assessments are made by Norfolk County, in which Needham is situated. Assessments from these various sources amounted to approximately $2,153,225 in 1985 while 1986 assessments are estimated to be approximately $1,783,202.

(b) Lawsuits

The Town has been named as a defendant in a number of lawsuits at June 30, 1985. In the opinion of the administration, the ultimate resolution of these legal actions will not result in a material loss to the Town.

EXHIBIT I

TOWN OF NEEDHAM, MASSACHUSETTS
RECONCILIATION OF TREASURER'S CASH
JUNE 30, 1985

SUMMARY OF TRANSACTIONS

BALANCE JULY 1, 1984:		
General Fund	$ 8,138,590	
Special Revenue Funds	4,570,775	
Trust Funds	757,478	
		$13,466,843
RECEIPTS		61,196,221
DISBURSEMENTS		61,703,363
BALANCE JUNE 30, 1985:		
General Fund	$12,129,808	
Trust Funds	829,893	
		$12,959,701

DETAIL OF BALANCES

DEMAND DEPOSITS:	
BayBanks – Norfolk County Trust	$ 334,769
Shawmut Needham Bank, N.A.	15,331
Bank of Boston – Norfolk	78,102
Bank of Boston	97
Boston Safe	15,521
	$ 443,820
SAVINGS AND MONEY MARKET ACCOUNTS (VARIOUS)	4,215,486
MASSACHUSETTS MUNICIPAL DEPOSITORY TRUST	7,736,783
CERTIFICATES OF DEPOSIT	560,990
PETTY CASH	2,622
	$12,959,701

TOWN OF NEEDHAM
REVOLVING FUNDS
STATEMENT OF RECEIPTS AND EXPENDITURES
YEAR ENDED JUNE 30, 1985

	BALANCE JULY 1, 1984	TRANSFERS (TO) FROM OTHER FUNDS	RECEIPTS	EXPENDITURES	BALANCE JUNE 30, 1985
SCHOOL CAFETERIA	65,038		464,471	457,353	72,156
SCHOOL ATHLETIC ASSOC.	46,222		40,647	30,573	56,297
SUMMER SCHOOL	3,837		16,948	18,339	2,446
ADULT EDUCATION	5,816	6	58,854	60,811	3,864
RACIAL IMBALANCE	34,517	375	164,874	171,791	27,975
SCHOOL NON-RESIDENT TUITION	10,079		37,718	40,262	7,536
SCHOOL OUTSIDE DETAIL	(1,381)		14,595	14,027	(813)
FIRE OUTSIDE DETAIL	239		2,811	2,811	239
POLICE OUTSIDE DETAIL	750		174,058	174,366	442
LIBRARY OUTSIDE DETAIL	0		300	270	30
ARTS LOTTERY COUNCIL	1,813		3,417	4,677	553
TOTALS	166,930	381	978,693	975,280	170,724

SCHEDULE OF TAXES AND WATER RATES AND SERVICES
FOR THE YEAR ENDED JUNE 30, 1985

EXHIBIT II

	Uncollected Taxes July 1, 1984	Commitments	Abatements and Adjustments	Transfers to Tax Title	Collections Net of Refunds	Uncollected Taxes June 30, 1985	Amount Per Detail Trial Balance
Real Estate:							
1982 and prior	$ 8,929	$ –	$ 1,498	$ 1,700	$ 5,063	$ 668	$ 668
1983	61,026	–	239	1,544	37,161	22,082	22,082
1984	462,044	–	(342)	6,363	388,198	67,825	67,825
1985	–	22,539,474	307,516	–	21,800,435	431,523	431,523
Total	$531,999	$22,539,474	$308,911	$ 9,607	$22,230,857	$522,098	$522,098
Personal Property:							
1982 and prior	$ 12,466	$ –	$ 9,561	$ –	$ –	$ 2,905	$ 2,905
1983	1,007	–	10,980	–	(10,980)	1,007	1,007
1984	3,759	–	13,630	–	(11,034)	1,163	1,163
1985		475,008	7,830	–	451,950	15,228	15,228
Total	$ 17,232	$ 475,008	$ 42,001	$	$ 429,936	$ 20,303	$ 20,303
Motor Vehicle Excise:							
1982 and prior	$ 81,604	$ –	$ 66,956	$ –	$ 4,261	$ 10,387	$ 10,387
1983	27,438	16,744	2,063	–	27,676	14,443	14,443
1984	234,303	346,026	37,743	–	515,115	27,471	27,471
1985	–	1,283,299	61,136	–	944,175	277,988	277,988
Total	$343,345	$ 1,646,069	$167,898	$ –	$ 1,491,227	$330,289	$330,289
Water Rates and Services (i)	$159,102	$ 1,243,969	$ 2,875	$18,086	$ 1,180,843	$201,267	$201,267

(i) Amounts exclude water liens added to taxes.

FEDERAL, STATE, and PRIVATE GRANTS
STATEMENT OF RECEIPTS and EXPENDITURES
Year Ended June 30, 1985

	Balance July 1, 1984	Interest (Rev. Sh'g.) Transfers	Receipts	Open Encumbrances	Expenditures	Balance June 30, 198
GENERAL GOVERNMENT:						
Federal Revenue Sharing	399,103	40,121	397,134	–	400,000	436,358
EDUCATION:						
Public Law 874	92,538	(90,154)	14,166	–	3,254	13,295
Public Law 97-35 – Block Grants	1,148	25	–	–	493	680
Public Law 97-35 – 1985	–	–	17,570	2,108	14,425	1,037
Public Law 97-35 – Project Realization	39,400	–	–	–	39,400	–
Public Law 94-142, Title VI – 1984	6,875	250	–	–	101	7,024
Public Law 94-142 – 1985	–	–	79,695	–	109,739	(30,044)
Public Law 89-313	250	(250)	11,025	–	14,700	(3,675)
Public Law 94-482	98	–	13,203	–	13,229	72
Chapter 750 Incentive Grant	270	–	39,265	–	38,286	1,249
National Science Foundation	–	–	5,000	–	320	4,680
Public Law 97-35 – Project Realization	–	–	39,800	–	1,034	38,766
Commonwealth In-Service Grant	485	(375)	2,334	169	3,711	(1,436)
Computers In Special Education	(1,305)	–	1,305	–	–	–
Public Law 91-230	(103)	103	–	–	–	–
NON-EDUCATION:						
Highway Safety Program	(401)	–	–	–	–	(401)
Additional Polling Hours	–	–	3,152	–	2,429	723
State Grant for Elderly	3,555	–	7,298	–	6,674	4,179
WSES – Sunday Program	–	–	3,651	–	3,541	110
MBTA Subsidy – Mini-Bus	(7,769)	–	53,896	–	49,763	(3,636)
PRIVATE SECTOR:						
Science Center	359	–	1,065	–	1,268	156
Public Safety – Water Rescue	–	–	25	–	25	–
Highway Safety Program	532	–	–	–	–	532
Hillside Avenue Drain	–	–	7,990	–	7,990	–
Youth Commission Programs	–	–	250	–	192	58
Senior Shopper Bus	345	–	2,500	–	2,600	245
Genocide	(20)	20	–	–	–	–
Ridge Hill	711	–	320	–	180	851
Park and Recreation Programs	1,566	–	3,921	–	2,320	3,167
Sub-Totals	138,533	(90,381)	307,431	2,277	315,674	37,632
TOTAL – Including Revenue Sharing	537,636	(50,260)	704,565	2,277	715,674	473,990

TOWN OF NEEDHAM
GENERAL FUND
Statement of Appropriations and Expenditures
Year Ended June 30, 1985

Warrant Line Item		Appropriations continued from FY 1984	Current Appropriations	Transfers and/or Receipts	Less: Continued Appropriations to FY 1986	Total Available for Expenditure	Expended			Unexpended Returned to Surplus
							Disbursement	Open Encumbrances	Total	
	SUMMARY:									
	General Government:									
	Administration	$ 11,545	995,780	65,789	34,404	1,038,710	1,006,631	5,377	1,012,008	28,846
	Finance	700	5,841,280	(146,750)	700	5,694,530	5,395,427	31,319	5,426,746	267,784
	Public Safety	0	4,819,746	(14,523)	10,000	4,795,223	4,506,410	215,813	4,722,223	73,000
	Public Facilities	262,358	3,441,220	340,659	236,153	3,808,084	3,749,311	18,759	3,768,070	40,014
	Human Services	110,710	13,214,230	29,400	384,490	12,969,850	12,716,718	103,986	12,820,704	149,146
	Planning & Development	4,000	58,466	1,978	4,000	60,444	55,020	60	55,080	5,364
	Cultural & Leisure Services	5,000	929,935	6,350	80,863	860,422	836,198	8,800	844,998	15,424
	Education	83,185	16,143,948	33,410	33,046	16,227,497	15,816,977	215,099	16,032,076	195,421
	GRAND TOTAL	$477,498	45,444,605	316,313	783,656	45,454,760	44,082,692	599,213	44,681,905	774,999
	GENERAL GOVERNMENT: ADMINISTRATION:									
	Board of Selectmen:									
1	Salaries		128,196			128,196	127,512		127,512	684
2	Telephone Charges		38,500	12,229		50,729	50,729		50,729	0
3	Expenses		77,120	(2,413)		74,707	73,329	1,377	74,706	1
4	Town Meeting		12,550			12,550	2,899	4,000	6,899	5,651
5	Capital Outlay		8,040	9,931		17,971	17,905		17,905	66
		0	264,406	19,747	0	284,153	272,374	5,377	277,751	6,402
	Miscellaneous									
12	Street Lighting		301,000	25,000		326,000	325,336		325,336	664
13	Unemployment Compensation		75,000	(45,000)		30,000	16,784		16,784	13,216
14	Garbage Removal		86,904			86,904	86,904		86,904	0
414	Town Hall roof A 5-1984STM		30,000			30,000	30,000		30,000	0
502	Town Hall balcony A 4-1985STM			23,500	23,500	0			0	0
554	MBTA Planning A10-1974STM	8,312			8,312	0			0	0
568	MBTA Planning A 2-1979 STM	3,233			2,592	641	642		642	(1)
		11,545	492,904	3,500	34,404	473,545	459,666	0	459,666	13,879
	Town Clerk									
15	Salaries		46,874			46,874	46,865		46,865	2,152
16	Expenses		3,000			3,000	2,927		2,927	73
17	Travel Out of State		55			55	54		54	1
401	State Census A 7-1984ATM		10,200			10,200	8,143		8,143	2,057
		0	60,129	0	0	60,129	57,989	0	57,989	4,283
	Board of Registrars									
19	Salaries		28,546			28,546	28,234		28,234	312
20	Expenses		17,795	(2,500)		15,295	13,459		13,459	1,836
21	Tellers and Canvassers		15,340			15,340	15,284		15,284	56
22	Capital Outlay		1,770			1,770	1,692		1,692	78
		0	63,451	(2,500)	0	60,951	58,669	0	58,669	2,282
	Legal									
23	Salaries		18,297	(2,400)		15,897	15,850		15,850	47
24	Expenses		6,000	(2,500)		3,500	2,611		2,611	889
25	Special Fees		35,000	51,000		86,000	85,815		85,815	185
		0	59,297	46,100	0	105,397	104,276	0	104,276	1,121
	Personnel									
26	Salaries		48,953	(1,700)		47,253	46,525		46,525	728
27	Expenses		6,640	642		7,282	7,132		7,132	150
		0	55,593	(1,058)	0	54,535	53,657	0	53,657	878

FINANCE

Warrant Line Item		Appropriations continued from FY 1984	Current Appropriations	Transfers and/or Receipts	Less: Continued Appropriations to FY 1986	Total Available for Expenditure	Expended			Unexpended Returned to Surplus
							Disbursement	Open Encumbrances	Total	
	GENERAL GOVERNMENT –									
	FINANCE:									
	Assessors									
29	Salaries		126,087			126,087	125,226		125,226	861
30	Expenses		18,300	(3,000)		15,300	12,123		12,123	3,177
32	Capital Outlay		1,885			1,885	1,286		1,286	599
		0	146,272	(3,000)	0	143,272	138,635	0	138,635	4,637
	Department of Finance									
33	Salaries		365,286	(12,000)		353,286	351,905		351,905	1,381
34	Audit		24,500			24,500	24,500		24,500	0
36	Expenses		210,359			210,359	177,325	22,819	200,144	10,215
37	Capital Outlay		38,250			38,250	29,633	8,500	38,133	117
7	Insurance, general		250,000			250,000	232,041		232,041	17,959
8	Group Health and Life Insurance		1,246,200	10,000		1,256,200	1,227,566		1,227,566	28,634
9	Workers' Comp.		300,000	(47,000)		253,000	215,002		215,002	37,998
10	Property and casualty		5,000	1,115		6,115	6,115		6,115	0
11	Public Safety medical		20,000			20,000	12,848		12,848	7,152
		0	2,459,595	(47,885)	0	2,411,710	2,276,935	31,319	2,308,254	103,456
	Debt and Interest									
44	Maturing bonds and Notes		255,000			255,000	255,000		255,000	0
45	Bond and Note Interest		146,333	38		146,371	104,332		104,332	42,039
46	Temporary Loan Interest		5,000	24,226		29,226	29,226		29,226	0
		0	406,333	24,264	0	430,597	388,558	0	388,558	42,039
	Finance Committee									
49	Salaries		6,490			6,490	6,490		6,490	0
50	Expenses		1,000			1,000	940		940	60
51	Reserve Fund		250,000	(135,995)		114,005			0	114,005
305	Human Services A 5-1983 STM	200			200	0			0	0
335	Communications A56-1983 TM	500			500	0			0	0
		700	257,490	(135,995)	700	121,495	7,430	0	7,430	114,065
	Contributary Retirement									
52	Salaries		23,988			23,988	23,532		23,532	456
53	Contributions		1,911,281			1,911,281	1,911,281		1,911,281	0
54	Expenses		18,591			18,591	18,591		18,591	0
		0	1,953,860	0	0	1,953,860	1,953,404	0	1,953,404	456
	Non-contributory Retirement									
56	Chapter 32 retirements		222,730	15,866		238,596	235,465		235,465	3,131
57	Past Service Liability		395,000			395,000	395,000		395,000	0
		0	617,730	15,866	0	633,596	630,465	0	630,465	3,131
	EDUCATION –									
	PUBLIC SCHOOLS									
58	Salaries		12,852,353	(57,099)		12,795,254	12,727,315		12,727,315	67,939
59	Administration		54,360	95,298		149,658	97,660	50,554	148,214	1,444
60	Instruction		698,510	17,880		716,390	700,872	13,482	714,354	2,036
61	Other School Services		79,609	10		79,619	74,719		74,719	4,900
63	Pupil transportation		374,500			374,500	344,674	798	345,472	29,028
64	Operation and Maintenance		1,067,780	(2,750)		1,065,030	973,040	25,363	998,403	66,627
65	Community Service		70,685	(70,685)		0			0	0
67	Tuitions		433,755	26,325		460,080	452,176	5,552	457,728	2,352
68	Out of State Travel		2,000	600		2,600	2,400		2,400	200
71	Capital Outlay	82,685	239,000		20,031	301,654	182,304	119,350	301,654	0
72	Vocational Education		271,396	(9,579)		261,817	261,817		261,817	0
503	Prior Years Bills A 6-1985 STM			33,410	12,515	20,895			0	20,895
575	Future School Needs A30-198	500			500	0			0	0
		83,185	16,143,948	33,410	33,046	16,227,497	15,816,977	215,099	16,032,076	195,421

War-rant Line Item		Appropriations continued from FY 1984	Current Appropriations	Transfers and/or Receipts	Less: Continued Appropriations to FY 1986	Total Available for Expenditure	Expended: Disbursement	Expended: Open Encumbrances	Expended: Total	Unexpended Returned to Surplus
	PUBLIC SAFETY:									
	Police									
73	Salaries, Regular		1,507,506	(35,000)		1,472,506	1,454,252		1,454,252	18,254
74	Salaries, Overtime		176,320	30,000		206,320	199,106		199,106	7,214
75	Education and Career Incentive		10,075			10,075	9,350		9,350	725
76	Inservice Training		37,254	(5,000)		32,254	23,577		23,577	8,677
77	Capital Outlay		69,000	(3,000)		66,000	65,036		65,036	964
78	Travel Out of State		500			500	319		319	181
79	Auto Maintenance		20,500			20,500	20,179		20,179	321
80	Building Maintenance		21,588	3,000		24,588	23,306		23,306	1,282
81	Communications		27,468			27,468	25,261		25,261	2,207
82	Operating Expenses		90,833	(8,000)		82,833	75,882	473	76,355	6,478
84	Uniforms		23,340			23,340	23,166		23,166	174
85	Crime Check Comm.		250			250			0	250
86	Animal Control		1,646			1,646	589		589	1,057
04	Outside Detail A 7-1985STM			10,000	10,000				0	0
		0	1,986,280	(8,000)	10,000	1,968,280	1,920,023	473	1,920,496	47,784
	Fire									
88	Salaries, Regular		1,813,504	(21,410)		1,792,094	1,786,977		1,786,977	5,117
89	Salaries, Overtime		428,427	9,841		438,268	438,137		438,137	131
90	Education and Career Incentive		20,825			20,825	17,796		17,796	3,029
91	Inservice Training		44,435	1,846		46,281	46,222		46,222	59
92	Capital Outlay		8,145			8,145	3,645		3,645	4,500
93	Travel Out of State		500			500	500		500	0
94	Building Maintenance		42,306			42,306	40,206		40,206	2,100
95	Equipment and Supplies		50,100			50,100	50,036		50,036	64
96	Service Expenses		24,740			24,740	19,935		19,935	4,805
97	Equipment Maintenance		32,440			32,440	28,046		28,046	4,394
39	Leased Equipment		46,096			46,096	46,096		46,096	0
06	Ladder Truck A21-1984 ATM		214,990			214,990		214,990	214,990	0
		0	2,726,508	(9,723)	0	2,716,785	2,477,596	214,990	2,692,586	24,199
	Civil Defense									
98	Salaries		1,500			1,500	1,500		1,500	0
99	Expenses		13,438			13,438	12,970		12,970	468
00	Capital Outlay		1,400			1,400	1,377		1,377	23
		0	16,338	0	0	16,338	15,847	0	15,847	491
	Building									
01	Salaries		81,458	3,200		84,658	84,347		84,347	311
02	Expenses		2,210			2,210	1,860	350	2,210	0
		0	83,668	3,200	0	86,868	86,207	350	86,557	311
	Sealer of Weights									
04	Salaries		5,437			5,437	5,437		5,437	0
05	Expenses		1,515			1,515	1,300		1,300	215
		0	6,952	0	0	6,952	6,737	0	6,737	215
	PUBLIC FACILITIES:									
	Public Works Administration									
06	Salaries		112,816			112,816	112,784		112,784	32
07	Expenses		8,045			8,045	8,045		8,045	0
08	Travel Out of State		800			800	731		731	69
		0	121,661	0	0	121,661	121,560	0	121,560	101
	Public Works Engineering									
09	Salaries		186,504	(3,000)		183,504	181,671		181,671	1,833
10	Expenses		4,050			4,050	4,012		4,012	38
		0	190,554	(3,000)	0	187,554	185,683	0	185,683	1,871
	Public Works Garage									
11	Salaries		119,850			119,850	113,999		113,999	5,851
12	Expenses		105,325	(2,500)		102,825	97,160	3,883	101,043	1,782
13	Equipment Replacement		111,301			111,301	111,300		111,300	1
413	Equipment Replace A44-1984 ATM		166,394		13,855	152,539	152,539		152,539	0
		0	502,870	(2,500)	13,855	486,515	474,998	3,883	478,881	7,634

FINANCE

Warrant Line Item		Appropriations continued from FY 1984	Current Appropriations	Transfers and/or Receipts	Less: Continued Appropriations to FY 1986	Total Available for Expenditure	Expended			Unexpended Returned to Surplus
							Disbursement	Open Encumbrances	Total	
	Public Works Highway									
114	Salaries		436,377	2,500		438,877	436,274		436,274	2,603
116	Salaries Parking Meters		21,500			21,500	21,464		21,464	36
115	Expenses		383,252			383,252	368,233	5,623	373,856	9,396
221	State Aid Contract 32062			100,559		100,559	100,559		100,559	0
222	State Aid Contract 32100			9,000	198	8,802	8,802		8,802	0
223	State Aid Contract 32386			89,472	4,533	84,939	84,939		84,939	0
224	State Aid Contract 32387			9,000	9,000	0			0	0
228	State Aid Chapter 335/1982	13,000			1,083	11,917	11,917		11,917	0
239	State Aid Chapter 637/1983			97,128	91,856	5,272	5,271		5,271	1
402	Gayland Road A15-1984 TM		65,000		1,338	63,662	63,662		63,662	0
403	Sanitary Landfill A16-1984 TM		25,000		24,652	348	344		344	4
501	Norris Farm Building A 2-1983 STM			40,000		40,000	40,000		40,000	0
		13,000	931,129	347,659	132,660	1,159,128	1,141,465	5,623	1,147,088	12,040
	Public Works Park									
117	Salaries		329,893	(5,000)		324,893	313,774		313,774	11,119
118	Expenses		100,252			100,252	100,247		100,247	5
		0	430,145	(5,000)	0	425,145	414,021	0	414,021	11,124
	Public Works Sewer									
120	Salaries		335,609	(12,000)		323,609	322,510		322,510	1,099
121	Expenses		88,985			88,985	88,068	600	88,668	317
122	House Connections		8,500			8,500	8,500		8,500	0
250	Sewer System Evaluation			16,500	14,945	1,555	1,555		1,555	0
342	Sewer Inflow Study A 4-1984 S	81,998			2,460	79,538	79,538		79,538	0
404	Great Plain Sewer Sta A17-1984 TM		40,000		39,175	825	825		825	0
		81,998	473,094	4,500	56,580	503,012	500,996	600	501,596	1,416
	Public Works Snow									
123	Overtime Salaries		50,000	(6,000)		44,000	41,930		41,930	2,070
124	Expenses		70,000	5,000		75,000	74,446		74,446	554
		0	120,000	(1,000)	0	119,000	116,376	0	116,376	2,624
	Public Works Water									
125	Salaries		318,507			318,507	317,927		317,927	580
126	Expenses		275,287			275,287	270,034	4,008	274,042	1,245
127	Main Ext/New Services		20,000			20,000	14,803	4,070	18,873	1,127
320	Main Construction A16-1983 T	40,982			13,058	27,924	27,923		27,923	1
341	Reline Water Mains A 3-1984 S	126,378				126,378	126,378		126,378	0
405	Charles River Water Sta A18-1984 TM		20,000		20,000	0			0	0
		167,360	633,794	0	33,058	768,096	757,065	8,078	765,143	2,953
	Minibus									
128	Salaries		5,973			5,973	5,973		5,973	0
129	Expenses		1,000			1,000	411	575	986	14
130	Bus Contract		31,000			31,000	30,763		30,763	237
		0	37,973	0	0	37,973	37,147	575	37,722	251

Warrant Line Item		Appropriations continued from FY 1984	Current Appropriations	Transfers and/or Receipts	Continued Appropriations to FY 1986	Total Available for Expenditure	Expended			Unexpended Returned to Surplus
							Disbursement	Open Encumbrances	Total	
	HUMAN SERVICES:									
	Hospital									
131	Salaries		7,397,000	(83,000)		7,314,000	7,286,579		7,286,579	27,421
132	Expenses		4,173,000	130,000		4,303,000	4,132,451	49,117	4,181,568	121,432
133	Capital Outlay	110,710	657,805		281,990	486,525	431,655	54,869	486,524	1
134	Travel Out of State		3,000			3,000	1,110		1,110	1,890
411	Purchase of Bldg. A37-1984 ATM		136,000			136,000	136,000		136,000	0
412	Cat Scanner A38-1984 ATM		422,500		102,500	320,000	320,000		320,000	0
503	Prior Year's Bills A 6-1985 STM					0	20,764		20,764	(20,764)
		110,710	12,789,305	47,000	384,490	12,562,525	12,328,559	103,986	12,432,545	129,980
	Board of Health									
135	Salaries		116,554	(1,000)		115,554	112,815		112,815	2,739
136	Capital Outlay		8,500			8,500	7,374		7,374	1,126
137	Travel Out of State		300			300	300		300	
138	Expenses		11,850			11,850	11,217		11,217	633
141	Mental Health		66,888	(7,500)		59,388	56,757		56,757	2,631
142	Mentally Retarded		9,282			9,282	9,282		9,282	0
		0	213,374	(8,500)	0	204,874	197,745	0	197,745	7,129
	Veterans' Services									
145	Salaries		17,871			17,871	17,390		17,390	481
146	Expenses		1,000			1,000	993		993	7
147	Benefits		50,000	(8,000)		42,000	32,623		32,623	9,377
		0	68,871	(8,000)	0	60,871	51,006	0	51,006	9,865
	Youth Commission									
148	Salaries		90,424			90,424	88,717		88,717	1,707
149	Expenses		4,070			4,070	4,069		4,069	1
143	Capital Outlay		3,385	(2,000)		1,385	1,086		1,086	299
		0	97,879	(2,000)	0	95,879	93,872	0	93,872	2,007
	Council on Aging									
150	Salaries		41,441	900		42,341	42,176		42,176	165
151	Expenses		3,360			3,360	3,360		3,360	0
		0	44,801	900	0	45,701	45,536	0	45,536	165
	PLANNING AND DEVELOPMENT:									
	Planning Board									
152	Salaries		44,153			44,153	40,167		40,167	3,986
153	Expenses		4,000	1,100		5,100	5,029		5,029	71
583	Town Master Plan A24-1980 ATM	4,000			4,000	0			0	0
		4,000	48,153	1,100	4,000	49,253	45,196	0	45,196	4,057
	Conservation Commission									
157	Expenses		2,500			2,500	1,569		1,569	931
		0	2,500	0	0	2,500	1,569	0	1,569	931
	Board of Appeals									
144	Capital Outlay		885			885	798		798	87
158	Salaries		3,628			3,628	3,358		3,358	270
159	Expenses		3,000	878		3,878	3,878		3,878	0
		0	7,513	878	0	8,391	8,034	0	8,034	357
	Historical Commission									
160	Expenses		300			300	221	60	281	19
		0	300	0	0	300	221	60	281	19

FINANCE

Warrant Line Item		Appropriations continued from FY 1984	Current Appropriations	Transfers and/or Receipts	Less: Continued Appropriations to FY 1986	Total Available for Expenditure	Expended			Unexpended Returned to Surplus
							Disbursement	Open Encumbrances	Total	
	CULTURAL AND LEISURE SERVICES:									
	Library									
161	Salaries		375,048	5,500		380,548	378,206		378,206	2,342
162	Bindings		800			800	418		418	382
163	Books and Periodicals		91,490			91,490	90,365	1,123	91,488	2
164	Building Maintenance		45,400	3,700		49,100	44,989	3,343	48,332	768
165	Expenses		27,270	(750)		26,520	18,522	4,334	22,856	3,664
166	Capital Outlay		5,200	(2,100)		3,100	3,004		3,004	96
409	Automated Network A35-1984 ATM		44,218		21,364	22,854	22,853		22,853	1
410	Network Expenses A36-1984 ATM		51,782		30,426	21,356	21,356		21,356	0
		0	641,208	6,350	51,790	595,768	579,713	8,800	588,513	7,255
	Park and Recreation									
172	Salaries		175,697			175,697	169,691		169,691	6,006
173	Expenses		62,560			62,560	62,401		62,401	159
330	McCracken Property A 37-1983	5,000				5,000	3,000		3,000	2,000
		5,000	238,257	0	0	243,257	235,092	0	235,092	8,165
	Memorial Park									
176	Expenses		470			470	466		466	4
407	Track Facility A 32-1984 ATM		20,000		1,826	18,174	18,174		18,174	0
408	Memorial Park Roof A33-1984 ATM		30,000		27,247	2,753	2,753		2,753	0
		0	50,470	0	29,073	21,397	21,393	0	21,393	4
	GRAND TOTAL	477,498	45,444,605	316,313	783,656	45,454,760	44,082,692	599,213	44,681,905	774,999

Town Officers

ELECTED

MODERATOR
Richard P. Melick '86

SELECTMEN
H. Phillip Garrity, Jr. '86 Chrmn.
Sally B. Davis '87
Norman P. Jacques '87
Marcia M. Carleton '88
David F. Eldridge, Jr. '88

TOWN CLERK
Theodora K. Bertolet '86

ASSESSORS
Richard W. Finnegan '88, Chrmn.
Herbert Dodge '86
Joseph W. Bergin, Jr. '87

SCHOOL COMMITTEE
Colleen F. Schaller '88, Chrmn.
Carol Boulris '86
John Carroll '86
Mary Ellen Herd '87
William Miles '87
Daniel P. Matthews '88

PARK AND RECREATION COMMISSION
Barrie Little-Gill '86, Chrmn.
Normand L. Provencher '86
Walter S. Shields '86
Elinor R. Devlin '88
Robert Hawes '88

TRUSTEES OF MEMORIAL PARK
Andrew Lawson '86, Chrmn.
Roger Goodwin '86
Frederick Muir '87
Robert Chalue '88
Arthur Tiernan '88

PLANNING BOARD
John H. Coggswell '87, Chrmn.
Norman P. Homsy '86
Susan Glazer '88
Paul Killeen '86
Stanley Tippett '90

BOARD OF HEALTH
John D. Fernald '86, Chrmn.
Rachel Spector '87
Saul Adams '88

HOUSING AUTHORITY
John T. Wallace '86
John Moore '86
Diane P. Matthews '88
Edward Cahalane '89
Stephen W. Merritt '90

COMMISSIONERS OF TRUST FUNDS
Robert Cutts '88, Chrmn.
Robert Kettlety '86
Gerald Swartz '87

TRUSTEES OF PUBLIC LIBRARY
Charles Henderson '86, Chrmn.
Roma Jean Brown '86
Deborah Wentworth '87
Robert D. Hall '87
Thomas D. Harkins '87
John W. Lebourveau '88
Emily M. Salaun '88

CONSTABLES
John F. Harkins '87
Frank J. Reinhardt '87

APPOINTED BY SELECTMEN

EXECUTIVE SECRETARY
David W. Owen

TREASURER AND TAX COLLECTOR
Gerard Sullivan

DIRECTOR OF FINANCE
Michael Carroll

MEASURER OF WOOD AND BARK
Arthur Coughlin

SEALER OF WEIGHTS AND MEASURES
John J. Gill

TOWN COMPTROLLER
Joseph Carey

TOWN COUNSEL
David S. Tobin

DIRECTOR OF PUBLIC WORKS
Robert A. MacEwen

TOWN ENGINEER
John D. Marr, Jr.

DIVISION SUPERINTENDENTS
Grounds – John Cusick
Highways – Robert J. Lanigan
Water – Bruce E. Nagler
Sewer – Richard P. Merson

POLICE CHIEF AND KEEPER OF THE LOCKUP
Louis Roman

TRUANT OFFICERS
William P. Matthes

DOG OFFICER
Harry Greenlaw

FIRE CHIEF AND SUPERINTENDENT OF FIRE ALARM/FOREST WARDEN
Charles M. Bellomo

DIRECTOR OF CIVIL DEFENSE
Julius T. Fedel

DISTRICT DIRECTOR OF VETERANS' SERVICES
Terrence W. McGuire, Jr.

INSPECTOR OF BUILDINGS
Paul Landry
Elmo Orcini (substitute)
David Berg (substitute)

INSPECTOR OF WIRING
Donald B. Griffin
Joseph Holden (substitute)
Robert M. Rhynd (substitute)

INSPECTOR OF PLUMBING AND GAS
Chester E. Bosselman
Andrew Brown (substitute)

DEPUTY CUSTODIAN OF BUILDINGS AND GROUNDS
David L. Scahill

MINIBUS COORDINATOR
Jane A. Howard

TRUSTEES OF GLOVER MEMORIAL HOSPITAL
Harry Allen '87
Eunice Connors '87
Christopher Canavan '88
David Devine '88
Francis A. Facchetti '88
Helen Krawiecki '88
Gary Petrini '88
Phillip Reed '86
David Z. Webster '87
J. David White '87

DATA PROCESSING ADVISORY BOARD
Joanne Morse '86, Chrmn.
Edward Ruddy '86
George M. Shannon '86
Frederick Tirrell '86
Edward Pierce '88
Michael Carroll
Robert Burke

REGISTRARS OF VOTERS
John W. Day '86, Chrmn.
Mary J. McCarthy '88
Barbara Doyle '87
Theodora K. Bertolet, ex-officio

BOARD OF APPEALS
Hertz Henkoff '86, Chrmn.
Warren J. MacDonald '87
Alexander Zaleski '86
William J. Tedoldi (Associate) '86
Edward L. McCallum (Associate '86

CONSERVATION COMMISSION
Roy A. Cramer, Chrmn.
Elizabeth Anderson
Martin R. Healy
Michael Kupferman
John P. Sullivan
Peter Roth
Sharon Soltsberg

SOLID WASTE DISPOSAL COMMITTEE
(Article 73 of 1966, last continued by vote of Article 41 1985)
Phillip Wiggin, Chrmn.
Willard R. Bliss
Robert MacEwen
Richard Malconian
Ronald L. Morrison
Barbara Popper
Elise Wellington
David S. Tobin

HISTORICAL COMMISSION
(Article 9, Special Town Meeting 10/76)
Nancy Hartford, Chrmn.
Raymond Bosworth
Leslie Crumbaker
Norman Homsy
Elizabeth Rich

ANNUAL TOWN REPORT COMMITTEE
David W. Owen
Jane A. Howard

APPOINTED BY MODERATOR

FINANCE COMMITTEE
William Powers '86, Chrmn.
Charles Downe '86
Larry Smith '86
Patrick Hyland
David J. Carson
Robert J. Bond

REFERENCE

PERSONNEL BOARD
John Davis '86
Peter Finn '86
John Sullivan '87
Arthur E. Engdahl Jr. '87
Paul Attridge '86

APPOINTED BY BOARD OF HEALTH

HEALTH OFFICER AND INSPECTOR OF MILK
Robert Heustis

SANATARIAN AND DEPUTY INSPECTOR OF MILK
Mel Zabar

PUBLIC HEALTH NURSES
Nina Ackerman
Mary Jane Seery

RECORDED OR COMMUNICABLE DISEASES; BURIAL PERMIT AGENT
Carole M. Kelly

INSPECTOR OF ANIMALS AND SLAUGHTERING
William J. Curry, DVM

NUTRITIONIST
Elizabeth Zontini

PEDIATRICIAN
Asha Wallace, MD

APPOINTED BY THE ELECTED AND APPOINTED BOARDS

ASSISTANT TOWN CLERK
Louise MacLean

SUPERINTENDENT OF SCHOOLS
Frederick J. Tirrell

PLANNING DIRECTOR
C. Calvin Cook

PARK AND RECREATION DIRECTOR
Nancy A. White

LIBRARY DIRECTOR
Vivian D. McIver

ADMINISTRATIVE ASSESSOR
Phillip Gates

ASSISTANT ADMINISTRATIVE ASSESSOR
Henry Bertolan

ROSEMARY LAKE RECLAMATION AND BUILDING COMMITTEE
Gary W. Petrini, Chrmn.
John D. Marr, Jr.
Jean Fox
Elinor D. Ryan
Donald Robinson
Robert Dickinson
Robert Boder

CONTRIBUTORY RETIREMENT BOARD (under vote of Town, 11/3/36)
Joseph Carey, Chrmn.
Claire Hawes
Louis F. Klein, III

COUNCIL ON AGING
Edward Pelletier, Chrmn., by Park and Recreation
Daniel Comisky by Selectmen
Sidney J. Dockser by Selectmen
Florence Grinspoon by Selectmen
Margaret Lindsay by Selectmen
Nina Ackerman by Board of Health
Helen Blumenberg by School Committee
John Jenkins by Selectmen
Helen Hicks by Selectmen
Francis Quillard, by Selectmen
Gerald Swartz by Selectmen
Ann Tinkham by Selectmen
Deborah Wentworth by Selectmen
Beverly McNair by Selectmen
Diane P. Matthews by Selectmen

FUTURE SCHOOL NEEDS COMMITTEE (Article 62, 1950 last continued by Article 45, 1985)
Robert Chase by Selectmen, Chrmn.
John Carroll by School Committee
Rita Minihan by PTC Presidents' Council
Joanne Pope by Planning Board
Mary Ridell by League of Women Voters
Lillian Henly by Moderator
George Kelleher by Finance Committee
Marcia Carleton by Moderator
Nancy Harris by Moderator

YOUTH COMMISSION (Article 49, 1967)
William Duncan by Selectmen, Chrmn.
Carole Vollman by Moderator
John J. Cleary by Moderator
Paul Keyes by Park and Recreation
Ted Bennett by Police Department
Marcia Berkowitz by School Committee

TRANSPORTATION COMMITTEE
Richard Tilles '87, Chrmn.
James Kenefick '87
John J. Gill '86
Neil O. Alper '88
Herbert Stevens '88
Ellen Canavan, ex-officio

Effective 1/1/86

TOWN MEETING MEMBERS – 1985

PRECINCT A

Expiration 1988

Bleakney, Philip T.	25 Hampton Ave.
D'Addesio, Kathryn L.	210 Hillside Ave.
Dockser, Sidney J.	98 Wayne Road
Grinspoon, Florence S.	94 Reservoir St.
Hamburger, Stephen	33 Gould St.
Henkoff, Hertz N.	52 Wayne Road
Nagel, Ira A.	57 Noanett Road
Newman, Doris C.	760 Highland Ave.
O'Neil, John J.	9 Avery St.
O'Toole, M. Eileen	28 Mercer Road
Randall, Blanche D.	62 Noanett Road
Randall, Sydney	62 Noanett Road
Robinson, Elsie	127 Noanett Road
Shapiro, Sylvia	30 Wayne Road

Expiration 1987

Condon, Dennis X.	28 Guild St., N.H.
Crocker, David C.	80 Spring St., N.H.
Downe, Charles E.	760 Highland Ave., N.H.
Robinson, Heidi D.	102 Webster St., N.H.
Tedoldi, William J.	68 High St., N.H.

Expiration 1986

Deneen, Francis G.	569 Hunnewell St., N.H.
Henley, Lillian A.	30 Parkland Road, N.H.
Landy, Herbert H.	74 Wayne Road, N.H.
Mariolis, C. Theodore	24 Central Ave., N.H.
Spiros, Carolyn M.	60 Wayne Road, N.H.

PRECINCT B

Expiration 1988

Bassett, Walter H.	13 Hunnewell Terr., N.H.
DesRoches, Ronald R.	617 Central Ave., N.H.
Evans, Robert E.	54 Clarke Road
Johnson, Peter B.	101 Clarke Circle
McLeod, Agnes J.	467 Central Ave., N.H.
Page, Meredith P.	19 Glendale Rd.
Sweet, William L.	361 West St.

Expiration 1987

Butler, Roland V.	52 Crescent Rd., N.H.
Dues, Warren David	337 West St., N.H.
Johnson, Joan M.	101 Clarke Circle
Manning, Lee J., Jr.	103 Nardone Rd.
McLeod, John W.	467 Central Ave., N.H.
O'Brien, Edward F.	211 Rosemary St., #3
Placidi, Linda A.	74 Rolling Lane
Sarallo, George	76 Ardmore Road, N.H.
Tippett, Harriett D.	78 Clarke Circle
Tippett, Stanley R.	78 Clarke Circle
Wasserman, Gerald A.	80 Rolling Lane
Winton, Sylvia B.	77 Ardmore Road
Woodley, John D.	95 Clarke Road

Expiration 1986

Bassett, Agnes M.	13 Hunnewell Terr., N.H.
Duffy, Lois M.	345 Central Ave., N.H.
Enos, Robert E.	854 Central Ave.
Glazer, Susan	64 Booth St., N.H.
Henderson, Daniel C.	195 West St., N.H.
Kelly, Kathleen M.	57 Brookside Road
Manning, Lee B.	103 Nardone Road, N.H.
McIntosh, G. Leonard	43 Lakin St., N.H.
Waldman, Frederick	86 Damon Road, N.H.

PRECINCT C

Expiration 1988

Cray, Ann P.	36 Whiting Way
Davis, Stanton H.	54 Mackintosh Ave.
Hale, Mary Ellen	430 Grove St.
Hanningan, Mary Ellen	11 Mary Chilton Road
Levitan, Leon B.	43 Whitman Road
Lueders, Lois C.	34 Whitman Road
Mahoney, Edmund J., Jr.	1649 Great Plain Rd.
Milligan, John F.	25 Blacksmith Drive
Portnoy, M. Barry	54 Carol Road
Sillesky, J. Darrison	41 Perry Drive
Sockol, Eric D.	100 Mackintosh Ave.
Story, Dana W., Jr.	28 Perry Drive
Swaffield, F. Hartwell	1681 Central Ave.
Wald, Arthur	77 Brewster Drive
Wyckoff, Charles W.	85 Pine Street

Expiration 1987

Leavitt, Jonathan	1639 Central Ave.
Lebow, Judith S.	73 Mackintosh Ave.
Levitan, Sally A.	43 Whitman Road
Sockol, Ron	100 Mackintosh Ave.
Toran, Sarah Ann	945 Central Ave.

Expiration 1986

Christophe, Philip A.	1196 Central Ave.
Cohen, Michael	50 Hancock St.
Cox, Gilbert W., Jr.	49 Colonial Road
Fischer, J. Richard	68 Meadowbrook Rd.
Harkins, Lida Eisenstadt	14 Hancock Road
Hawes, Robert E.	81 Meadowbrook Rd.
Hilton, Harry M.	34 Pond St.
Kravets, Nancy J.	1164 Central Ave.
Lintz, Daniel L.	71 Fuller Brook Ave.
Mahoney, James J., Jr.	86 Winding River Rd.
Martin, Edith B.	21 Newell Ave.
Perry, Betsy C.	25 Trout Pond Lane
Sockol, Lois	100 Mackintosh Ave.

NEEDHAM
Public Library

PRECINCT D

Expiration 1988

Barnes, Bradford S.	210 Charles River St.
Davis, Richard W.	233 Nehoiden St.
Dwyer, Dorothy D.	6 Ferndale Road
Eaton, Frank C.	1652 Central Ave.
Hunt, Roger B.	975 South St.
Marsh, Dexter H., Jr.	304 Country Way
Powers, James Hugh	263 Nehoiden St.
Powers, Sally B.	47 Scott Road
Pratt, Robert Todd	81 Sylvan Road
Shultz, Beverly	82 Blake St.

Expiration 1987

Boulris, Carol Johnson	203 Country Way
Dritt, Harry J.	90 Linden St.
Howard, Stephen	70 Linden St.
Lewis, Kathleen M.	99 Linden St.
Powers, William M.	47 Scott Road
Soisson, Thomas F.	128 Maple St.
Tanzer-Glou, Marjorie	233 Country Way

Expiration 1986

Adams, Joan	1206 Great Plain Ave.
Beaudouin, Mark T.	1197 Great Plain Ave.
Davis, Edward L., Jr.	200 Charles River St.
Eberly, Alden	10 Lewis St.
Gatto, Victor E.	99 Country Way
Lewis, Arthur J.	99 Linden St.
Malconian, Richard	128 Country Way
Morrison, Ronald L.	110 Country Way
Rae, Andrea P.	36 Gage St.
Rockmore, Joyce S.	84 Sylvan Road
Russell, Donald F.	273 Nehoiden St.
Watson, George M., Jr.	308 Chambers St.
Wright, Charles G.	36 Maple St.

PRECINCT E

Expiration 1988

Davis, Robert C.	24 Coulton Park
Donald, David R.	323 Dedham Ave.
Gordon, Maxwell N.	182 Edgewater Dr.
Hart, Elizabeth M.	44 Stevens Road
Meier, Norman R.	93 Wildwood Dr.
Mortimer-Maddox, Rosalind	14 Stevens Road
Muir, Frederick R.	65 Coolidge Ave.
Riddell, Mary T.	20 Cleveland Rd.
Schneider, Jon D.	210 South St.
Smart, Robert T., Jr.	25 Mayo Ave.

Expiration 1987

Barstow, Frederick E.	86 Livingston Cir.
Cadigan, Stephen J.	283 Edgewater Dr.
Coleman, James M.	142 Fox Hill Road
Davis, Richard A.	66 Eaton Road
Harkins, Thomas M.	41 Laurel Drive
Heald, Robert T.	86 Eaton Road
Howard, Jane A.	119 Green St.
Knapton, Carol S.	100 Lawton Road
Krech, George D.	61 Bradford St.
Schaefer, Alan E.	1055 Webster St.

Expiration 1986

Bauer, William C.	104 Sutton Road
Brett, James A.	35 Laurel Drive
Bridges, Frank L.	114 Harris Ave.
Brown, Roma Jean	30 Edgewater Lane
Comiskey, Daniel L.	64 High Rock St.
Dickert, Mary H.	141 Edgewater Dr.
Fountain, John D.	64 Gayland Road
Kenefick, James L.	84 Harris Ave.
Kidd, Donald E.	179 Harris Ave.
Smith, Richard J.	112 Sutton Road

REFERENCE

PRECINCT F

Expiration 1988

Harris, Robert D.	955 Webster St.
Keil, Elizabeth M.	43 Kingsbury St.
Murray, Caroline D.	156 Fair Oaks Pk.
Roberts, Deborah L.	95 Fair Oaks Pk.
Ryan, John J.	847 Webster St.
White, Jonathan A.	561 Webster St.

Expiration 1987

Hely, Charles J.	19 Lake Drive
Matthews, Daniel P.	1323 Highland Ave.
McDonough, Barry R.	71 Fair Oaks Pk.
Merritt, Stephen W.	55 Grant St.
Minahan, Rita L.	15 Morton St., N.H.
Roth, Joanne Hull	93 Garden St.
Sylvain, Irene M.	573 Webster St.
Telford, Ruth H.	10 Pickering Place
Trussell, Philip A.	841 Webster St.

Expiration 1986

Davis, Edward J.	838 Great Plain Ave.
Fay, Brendon R.	280 Nehoiden St.
Fleming, Susan D.	22 Morton St.
Mahoney, Francis C.	70 Grant St.
Tiernan, Arthur M., Jr.	21 Warren St.
Sullivan, Robert Lee Jr.	281 Warren St.

PRECINCT G

Expiration 1988

Bigelow, Janet P.	144 Washington Ave.
Burke, William T.	14 Otis Street
Eldridge, Margaret M.	44 Ellicott St.
Tice, Margot Carleton	166 Melrose Avenue

Expiration 1987

Abbott, Susan W.	60 Otis St.
Browne, Gerald R.	242 Hillcrest Road
Chase, Gratia S.	74 Washington Ave.
Fredericks, Christian H., Jr.	25 Otis St.
Hall, Robert D., Jr.	204 Hillcrest Road
Popper, Barbara K.	31 Wilshire Park
Wentworth, Blair M.	528 Great Plain Ave.

Expiration 1986

Carre, Peter W.	749 Great Plain Ave.
Chase, Robert E.	74 Washington Ave.
Hughes, Susanne D.	6 Morningside Road
Keleher, George L.	383 Manning St.
Lynch, Frederick J.,Jr.	58 Plymouth Road
Murphy, Margaret G.	66 Washington Ave.
Nuccio, Vincent C.	93 Hawthorn Ave.

PRECINCT H

Expiration 1988

Devine, David F.	141 Dawson Drive
Dolan, Mary Ann L.	56 Dawson Drive
McElroy, Peter E.	24 Woodbury Drive
Nutile, Eleanor	60 Tudor Road
Rotchford, Robert E.	124 Elmwood Road
Stewart, John H.	131 Bird Street

Expiration 1987

Helm, Robert W.	147 Dawson Drive
Larsen, Robert Y.	150 Tudor Road
McCarthy, Nancy E.	29 Sterling Road
McMorrow, Eugene S.	22 DeFrancesco Circle
Nutile, LeRoy J.	60 Tudor Road
Peck, George K.	729 Greendale Ave.
Skarinka, Richard C.	13 Appleton Road
Sullivan, Timothy F.	24 Berkshire Road
Wilmot, Barbara R.	103 Hillcrest Road

Expiration 1986

Bliss, Willard R.	105 Broad Meadow Rd.
Carleton, Robert G.	132 Elmwood Road
Carroll, John E.	80 Douglas Road
Contanelli, Edward A.	159 Fairfield St.
Doyle, Barbara Buckley	214 Elmwood Road
Lowney, Paul W.	40 Kenney St.
McKern, Richard A.	194 Elmwood Road
Murphy, Edward B.	9 Grosvenor Road
Peznola, George E.	715 Greendale Ave.

PRECINCT I

Expiration 1988

Connolly, Maria W.	674 Webster St.
Devlin, Elinor R.	124 Page Road
Supple, Edward F.	41 Edwardel Road
McClelland, Keith M.	110 Brookline St.

Expiration 1987

Attridge, Paul H.	59 Powers St.
Duncan, William E.	34 Hemlock St.
Gale, Kennison N.	19 Edwardel Road
Mason, Paul B.	4 Morley St.
McCaffrey, Maureen T.	285 Manning St.
Roggeveen, Barbara	30 Savoy Road
Shortmann, John J., Jr.	332 Hillcrest Road

Expiration 1986

Benfield, Peter B.	84 Paul Revere Rd.,N.H
Day, John W.	35 Morley St.
Fusaro, Claire Kroll	57 Brookline St.
Hartford, Warner B.	212 Washington Ave.
Messias, Elaine	38 Fairfax Road
Morrison, Kenneth M.	24 Paul Revere Rd.,N.H
Teninbaum, Mark	81 Powers St.

PRECINCT J

Expiration 1988

Anderson, Elizabeth E.	31 LaSalle Rd., N.H.
Connell, John F.	61 Lexington Ave.,N.H.
Dermody, William R.	12 Concord St., N.H.
Downs, Robert A.	51 Virginia Rd., N.H.
Gerber, Jeanne Durkin	21 Manning St., N.H.
Salaun, Emily M.	101 Tower Ave., N.H.
Setian, Constance M.	26 Bennington St.,N.H.
Sternick, Sidney H.	48 Dartmouth Ave.,N.H
Ward, Paul J.	66 Hunting Road, N.H.

Expiration 1987

McQuillan, John J.	193 Lindbergh Ave.,N.H
Picariello, Andrew	590 Highland Ave., N.H
Tower, Bonnie Jean	55 Burnside Road, N.H.

Expiration 1986

Cox, Arthur E.	109 Lindbergh Ave., N.H
Crook, Foster S.	3 Thorpe Road, N.H.
Fox, Jean R.	152 Paul Revere Rd.,N.H
Gill, John J.	36 Homestead Pk., N.H.
Herd, Mary Ellen	90 Manning St., N.H.
Kettlety, Robert E.	201 Paul Revere Rd.,N.H
Mather, Marcia C.	179 Paul Revere Rd.,N.H
Prihoda, John R.	107 Lexington Ave.,N.H
Swartz, Joan W.	130 Woodbine Cir., N.H

TOWN MEETING MEMBERS AT-LARGE 1985

Bertolet, Theodora K.	51 Bonwood Road
Canavan, Ellen M.	52 Oak Knoll Terr.
Carleton, Marcia M.	132 Elmwood Road
Cogswell, John H.	1479 Great Plain Ave.
Davis, Sally B.	24 Coulton Park
Eldridge, David F., Jr.	44 Ellicott St.
Fernald, John D.	149 Paul Revere Rd.,N.H
Finnegan, Richard W.	16 Stockdale Road
Garrity, H. Phillip, Jr.	11 Colby St.
Henderson, Charles F.C.	37 Lake Drive
Jacques, Norman P.	40 Hancock Road
Lawson, Andrew L.	47 Marsh Road
Little-Gill, Barry	15 Richard Road
Melick, Richard P.	100 Windsor Road
Schaller, Colleen	24 Avon Circle

TOWN OF NEEDHAM

MASSACHUSETTS

1985 ANNUAL TOWN MEETING WARRANT

and

1985 ANNUAL REPORTS

of

THE FINANCE COMMITTEE

with

BUDGET RECOMMENDATIONS

* * * * *

and of

PLANNING BOARD

PUBLIC WORKS DEPARTMENT

HUMAN SERVICES COMMITTEE

* * * * *

ELECTION . . . . . MONDAY, APRIL 8, 1985

BUSINESS MEETING at 7:30 P.M. on MONDAY, MAY 6, 1985

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THE 74TH ANNUAL REPORT OF THE FINANCE COMMITTEE

O THE VOTERS OF THE TOWN OF NEEDHAM:

The Finance Committee is pleased to submit the companying budget for the operation of the Needham Town vernment for the fiscal year July 1, 1985 through June 30, 86. The budget represents a continuation of all of the rvices and programs provided over the past few years and is lanced with estimated revenues deemed reasonable and ithin the limitations imposed by Proposition 2-1/2.

Article II of the General By-Laws of Needham established e Finance Committee as a budgetary and finance advisory oup to the Town Meeting. These are nine registered voters, pointed by the Moderator for three-year terms. Three new embers are appointed each year. The principal sponsibility of the Committee is the preparation and bmission of a budget to the Annual Town Meeting for the cceeding fiscal year.

The work of the Committee starts in earnest in the fall of e year with a request to the various Town agencies and partments for proposed expenditures and estimated venues to be collected for various services rendered. onsultations are held with each Town agency to review all the items in the respective requested departmental dgets. The proposed budget recommendations contained in rticle 11 of the Warrant represent the results of this llective effort.

In addition, the Finance Committee also reviews all oney-related articles and submits recommendations on each e as well. In some instances, these recommendations are ferred until Town Meeting because complete information is t available at press-time for the Warrant.

This year, the Finance Committee followed up last years art of a reactivated capital budget program with a new tline and forms for the submission of a five-year program. at program is submitted with this report giving the first ar recommendation, cross-referenced with the articles in e Warrant, and a suggested schedule of projects for the llowing four years 1987 to 1990. This procedure will allow e Town to "smooth-out" its capital outlay expenditures over e years, while keeping pace with the need to maintain its pital plant in top condition and replace old and obsolete quipment.

The proposed budget as submitted does not reflect any general salary increases which may be recommended by the Personnel Board at Annual Meeting for departments other than the schools and the hospital. It is a budget which has been carefully honed and represents an approximate 2.6% increase (exclusive of the salary increases) over the current year's appropriations. A number of departmental budgets as proposed are less than last years' appropriations, notably the hospital and the fire department. Other departments are generally level-funded or with slight increases. Understandably, the School Department with the largest budget has an increase of slightly over 5% and this includes most salary adjustments already approved by the School Committee.

The estimated revenues to meet this proposed budget and the special articles come from the normal sources upon which the Town is dependent - property taxes, excise taxes, fees and charges for a wide variety of services, state and federal aid and income from invested funds. There are no proceeds from the sale of schools this year and the increase in State aid is less than last year because of changes in the distribution formulas used by the State this year.

The Finance Committee believes that this budget is a sound one, that it continues the practice of frugal use of the Town's resources, that it is sensitive to the needs of all citizens and that it recognizes the financial responsibility of the taxpayer in supporting local services and programs. The Committee respectfully commends its recommendations to the Annual Meeting.

The Finance Committee also expresses its appreciation to all of the department heads and employees for their continuing efforts to provide high-quality and cost-efficient services and programs through Town government. The Committee also acknowledges the volunteer work of so many citizens who serve on the elected and appointed boards, commissions and committees and who have participated in the preparation of this budget and report.

Respectfully submitted,

Charles E. Downe, Chairman
Peter A. Conrad, Vice Chairman
Robert J. Bond
David J. Carson
Raeburn B. Hathaway, Jr.
Patrick J. Hyland
William A. Powers
Larry L. Smith, Jr.
Bonnie J. Tower
Warner B. Hartford, Executive Secretary

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1983 - June 30, 1984

(Transfers have been summarized below by department. Detail of these transfers by line item is shown in the various operating budgets.)

DEPARTMENT	LINE	ITEM	
Selectmen:	009	Workmen's Compensation	$ 15,000.00
	010	Property & Casual, Self-Insured	699.18
	011	Uniform Services - Medical Expenses	22,000.00
Legal:	025	Special Fees	22,192.86
Assessors:	031	Evaluation Update	24,000.00
Director of Finance:	036	Expenses	1,000.00
Treasurer:	046	Temporary Loan Interest	3,387.57
Finance Committee:	050	Expenses	360.00
Police:	077	Capital Outlay	6,600.00
Fire:	088	Salaries, Regular	10,417.00
	089	Salaries, Overtime	25,000.00
Civil Defense:	099	Expenses	813.00
Building Department:	101	Salaries	267.30
Engineering:	110	Expenses	2,500.00
Park Division:	118	Expenses	942.37
Snow & Emergency:	123	Overtime Salaries	32,180.00
	124	Expenses	40,000.00
Board of Health:	135	Salaries	6,074.31
TOTAL			$213,433.59
FUND BALANCE RETURNED TO SURPLUS			$36,566.41

DEBT RETIREMENT SCHEDULE

Year	Principal Repaid	Interest Paid	Total Debt Payment	Debt End of Year
1984				1,950,000
1985	255,000	104,333	359,333	1,695,000
1986	255,000	87,281	342,281	1,440,000
1987	210,000	72,190	282,190	1,230,000
1988	185,000	60,337	245,337	1,045,000
1989	175,000	50,035	225,035	870,000
1990	145,000	41,183	186,183	725,000
1991	125,000	34,088	159,088	600,000
1992	100,000	28,500	128,500	500,000
1993	100,000	23,750	123,750	400,000
1994	100,000	19,000	119,000	300,000
1995	100,000	14,250	114,250	200,000
1996	100,000	9,500	109,500	100,000
1997	100,000	4,750	104,750	0
1998	0	0	0	0

CAPITAL OUTLAY PLAN
FISCAL YEARS 1986 - 1990

EPARTMENT PROJECT	ESTIMATED COST	ANNUAL LEASECOST	1986 FY	1987 FY	1988 FY	1989 FY	1990 FY	LATER
OARD OF SELECTMEN								
Town Hall Rewire Railing Repair	9,000		9,000					
Office Furniture	1,568		1,568					
Word Processor	6,000		6,000					
Town Hall Handicapped Access Art. #24	19,000		19,000					
OTAL - LINE 5	16,568		16,568	0	0	0	0	0
OTAL - ART 24	19,000		19,000	0	0	0	0	0
EPARTMENTAL TOTAL	35,568		35,568	0	0	0	0	0
OARD OF ASSESSORS								
Typewriter - Long Carriage	2,000		2,000					
OTAL - LINE 32	2,000		2,000	0	0	0	0	0
OUNCIL ON AGING								
Carpet Replace	9,200		1,200	3,000	3,500	4,500		
Recliner Chairs	1,000		1,000					
VHS Video Recorder	1,000		1,000					
Ceiling Fans	1,670		1,670					
OTAL - LINE 38	12,870		4,870	3,000	3,500	4,500	0	0
RE								
Roofing - Station #2	7,200		7,200					
Replace Engine 1	140,000			140,000				
Generator Hookup	6,000			6,000				
Two-Way Radio	4,000		4,000					
Lease Ambulance Equipment	35,988	11,996	11,996	11,996	11,996			
Lease Engine #4	102,300	34,100	34,100	34,100	34,100			
Slide In Unit for Pick-Up Truck	8,000		8,000					
Replace Deputy Car	11,600		11,600					
Replace Chief Car	14,000				14,000			
Replace Engine #7	150,000					150,000		
Replace Ambulance Leased								
Replace Insp. Car	10,500			10,500				
"Jaws of Life"	6,000			6,000				
Radios	34,000			8,000	8,000	6,000	6,000	6,000
Replace C-6	12,000			12,000				
Boiler, Station #1	30,000			30,000				
Boiler, Station #2	20,000		20,000					
Watchroom Renovations	25,000				25,000			
OTAL - LINE 92	50,800	0	50,800	212,500	33,000	6,000	6,000	6,000
OTAL - LINE 95		46,096		46,096	46,096	0	0	0
EPARTMENTAL TOTAL	616,588	46,096	96,896	258,596	93,096	156,000	6,000	6,000

CAPITAL OUTLAY PLAN (CONTINUED)
FISCAL YEARS 1986 - 1990

DEPARTMENT PROJECT	ESTIMATED COST	ANNUAL LEASECOST	1986 FY	1987 FY	1988 FY	1989 FY	1990 FY	LATER
GLOVER MEMORIAL HOSPITAL								
Medical and Office Equipment	2,447,700		470,000	786,250	465,650	424,250	301,550	
Telephone Equipment	109,800	36,600	36,600	36,600	36,600			
TOTAL - LINE 133	2,447,700		470,000	786,250	465,650	424,250	301,550	0
TOTAL - LINE 39	109,800	36,600	36,600	36,600	36,600	0	0	0
DEPARTMENTAL TOTAL	2,557,500		506,600	822,850	502,250	424,250	301,550	0
POLICE								
Cruiser Replace	344,540		61,525	73,830	61,525	73,830	73,830	
Headquarters Study	5,000		5,000					
Headquarters Expansion	Unknown							
TOTAL - LINE 77	344,540		61,525	73,830	61,525	73,830	73,830	0
ARTICLE #23	5,000		5,000					
DEPARTMENTAL TOTAL	349,540		66,525	73,830	61,525	73,830	73,830	0
MEMORIAL PARK								
Reroof Building	20,000							
PUBLIC LIBRARY								
TV & VCR	1,500		1,500					
Apple IIE Back-Up Computer	5,850		5,850					
Boiler Exterior Insulation	7,100		7,100					
Fuel Tank Replacement	7,500			7,500				
2 Computer Terminals - Public	5,000				5,000			
2 Computer Terminals - Public	5,000					5,000		
1 Computer Terminal - Public	2,500						2,500	
TOTAL - LINE 166	34,450		14,450	7,500	5,000	5,000	2,500	0
TOTAL - OTHER	61,550		7,100	7,500	5,000	5,000	2,500	0
DEPARTMENTAL TOTAL	96,000		21,550	15,000	10,000	10,000	5,000	0
PUBLIC WORKS GARAGE								
Equipment Replacement	1,506,565		333,301	426,801	273,463	295,000	178,000	Ongoing
Roof Repairs	20,000		20,000					
Replace Gas Storage Tanks	20,000				20,000			
TOTAL - LINE 113	1,506,565		333,301	426,801	273,463	295,000	178,000	0
TOTAL - LINE 116	40,000		20,000	0	20,000	0	0	
DIVISION TOTAL	1,546,565		353,301	426,801	293,463	295,000	178,000	0
HIGHWAY								
Land Fill Cover Art. #13	250,000		50,000	50,000	50,000	50,000	50,000	Ongoing
Great Plain Avenue Sidewalk Art. #21	5,000		5,000					
DIVISION TOTAL	255,000	55,000	50,000	50,000	50,000	50,000	50,000	O

CAPITAL OUTLAY PLAN (CONTINUED)
FISCAL YEARS 1986 - 1990

DEPARTMENT PROJECT	ESTIMATED COST	ANNUAL LEASECOST	1986 FY	1987 FY	1988 FY	1989 FY	1990 FY	LATER
SEWER								
Sewer System Rehabilitation	1,000,000			250,000	250,000	250,000	250,000	Ongoing
West Street Pump Station Art. #14	40,000		5,000	10,000	25,000			
Phase Loss Protection - Pump Stations Art. #16	8,000		8,000					
Reservoir Street Pump Station Art. #15	70,000		10,000	25,000	10,000			25,000
Storm Drain Master Plan	100,000			100,000				
Storm Drain Improvements Art. #17	80,000		10,000	10,000	20,000	20,000	20,000	Ongoing
DIVISION TOTAL	1,298,000		33,000	395,000	305,000	270,000	270,000	25,000
WATER								
Main Extensions	100,000		20,000	20,000	20,000	20,000	20,000	Ongoing
Main Rehabilitation and Replacements Art. #18	1,950,000		350,000	400,000	400,000	400,000	400,000	Ongoing
DIVISION TOTAL	2,050,000		380,000	420,000	420,000	420,000	420,000	0
DEPARTMENTAL TOTAL	5,149,565		811,301	1,291,801	1,068,463	1,035,000	918,000	25,000
FINANCE								
Office Equipment Line 37	7,500		7,500					
EDUCATION								
High Rock - Roof	110,000		110,000					
Mitchell - Roof	60,000		60,000					
H.S. - Energy Cons.	80,000		20,000	20,000	20,000	20,000		
Mitchell - Energy Cons.	60,000		20,000	20,000			20,000	
Eliot - Energy Cons.	65,000				20,000	20,000	25,000	
High Rock - Energy Cons.	20,000				20,000			
Broadmeadow - Roof	120,000					120,000		
Eliot - Roof	80,000						80,000	
Hillside - Roof	20,000						20,000	
Eliot - Roof - Audit	40,000		40,000					
H.S. - New Boilers	300,000			300,000				
Pollard - New Boilers	220,000				220,000			
Broadmeadow - New Boilers	85,000				85,000			
Mitchell - New Boilers	75,000				75,000			
High Rock - New Boilers	85,000					85,000		
Hillside - New Boilers	60,000					60,000		
DEPARTMENTAL TOTAL	1,480,000		250,000	340,000	280,000	320,000	290,000	0
BOARD OF REGISTRARS								
Office Equipment	3,085		3,085					
CONSERVATION COMMISSION								
Conservation Fund	7,500		7,500					
Land Acquisition	No Estimate							

CAPITAL OUTLAY PLAN (CONTINUED)
FISCAL YEARS 1986 - 1990

DEPARTMENT PROJECT	ESTIMATED COST	ANNUAL LEASECOST	1986 FY	1987 FY	1988 FY	1989 FY	1990 FY	LATE
PARK & RECREATION								
Claxton Field Lighting - Art. #38	32,500		32,500					
Sandblast Pool	6,000		6,000					
Paint Bathhouse	10,000		10,000					
Storage - Defazio	10,000			10,000				
Pave Defazio Parking Lot	20,000			20,000				
Tennis Courts - 2 - Defazio					xxxxxx			
Parking - Rosemary					xxxxxx			
Basketball Court - Defazio	4,000				4,000			
Claxton Facility Recreational	5,000				5,000			
New Departmental Car	10,000					10,000		
Tot Lot - Walker	3,000					3,000		
Upgrade Buildings at McCracken Property	10,000					10,000		
Field Complex - Landfill							xxxxxx	
Restore/Remove Crickett Building	10,000						10,000	
Rosemary Dam Improvement							xxxxxx	
TOTAL - ART. #38	32,500		35,500	0	0	0	0	0
TOTAL - LINE 18	16,000		16,000	0	0	0	0	0
TOTAL - OTHER	72,000		0	30,000	9,000	23,000	10,000	0
DEPARTMENTAL TOTAL	120,500		48,500	30,000	9,000	23,000	10,000	0
GRAND TOTALS	10,458,216		1,861,895	2,835,077	2,027,834	2,046,580	1,604,380	31,000

CAPITAL BUDGET PROGRAM
FISCAL YEAR - 1986

rticle No.	Line No.	Expenditure	Cost	Method of Financing 1983 Tax Rate	Other
		BOARD OF SELECTMEN			
24		Town Hall-Handicapped Access	19,000.	Recommendation deferred	
11	5	Town Hall-Rewiring & Railing Repair	9,000.	9,000.	
11	5	Office Furniture	1,568.	1,568.	
11	5	Word Processor	6,000.	6,000.	
		BOARD OF ASSESSORS			
11	32	Typewriter-Long Carriage	2,000.	2,000.	
		COUNCIL ON AGING			
11	178	Carpet Replacement	1,200.	1,200.	
11	178	Recliner Chairs-2	1,000.	1,000.	
11	178	VHS Equipment	1,000.	1,000.	
11	178	Ceiling Fans	1,670.	1,670.	
		FINANCE DEPARTMENT			
11	37	Office Equipment	7,500.	7,500.	
		FIRE DEPARTMENT			
11	92	Station 2 0 Flat Roof Repair	7,200.	7,200.	
11	92	Two-way Portable Radios	4,000.	4,000.	
11	95	Ambulance-Lease	11,996.	11,996.	
11	95	Engine #4-Lease	34,100.	34,100.	
11	92	Pick-up Truck-Slide-in Unit	8,000.	8,000.	
11	92	Deputy Car-Replace	11,600.	11,600.	
11	92	Station #2-New Boiler	20,000.	20,000.	
		GLOVER MEMORIAL HOSPITAL			
11	133	Medical & Office Equipment - New and Replacement	470,000.	470,000.	
		PARK AND RECREATION			
38		Claxton Field-Refurbish Lights	32,500.	32,500.	
11	18	Rosemary Pool-Sandblast	6,000.	6,000.	
11	18	Rosemary Pool Bathhouse-Painting	10,000.	10,000.	
		POLICE DEPARTMENT			
11	77	Cruiser Replacement	61,525.	61,525.	
23		Headquarters Study	5,000.	5,000.	
		PUBLIC LIBRARY			
11	166	TV & VCR Set	1,500.	1,500.	
11	166	Computer (Apple)-Backup	5,850.	5,850.	
		PUBLIC WORKS DEPARTMENT - GARAGE DIVISION			
11	113	Equipment Replacement	333,301.	333,301.	
11	116	Roof Repairs	20,000.	20,000.	
		HIGHWAY DIVISION			
13		Sanitary Landfill Closing	50,000.	50,000.	
21		Great Plain Avenue Sidewalk	5,000.	Recommendation Deferred	
		SEWER DIVISION			
14		West Street Pumping Station	5,000.	5,000.	
16		Pumping Station-Loss Protection	8,000.	8,000.	
15		Pumping Station-Reservoir St.	10,000.	10,000.	
17		Storm Drainage Improvement	10,000.	10,000.	
		WATER DIVISION			
11	127	Main Extension/Services	20,000.	20,000.	
18		Main Rehabilitation/Replacement	350,000.	350,000.	
		SCHOOL DEPARTMENT			
11	71	High Rock School-Reroof	110,000.	110,000.	
11	71	Mitchell School-Reroof	60,000.	60,000.	
11	71	Eliot School-Reroof Auditorium	40,000.	40,000.	
11	71	High School-Energy Conservation	20,000.	20,000.	
11	71	Mitchell School-Energy Conservation	20,000.	20,000.	
		BOARD OF REGISTRARS			
11	22	Office Equipment	3,085.	3,085.	
		CONSERVATION COMMISSION			
11		Conservation Fund	7,500.	Recommendation Deferred	
42		Land Acquisition I	No Estimate		
43		Land Acquisition II	No Estimate		

OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 1986

Submitted by the Finance Committee

GENERAL NOTE: The salary budgets shown herein do not reflect possible pay increases which may be recommended by the Personnel Board, but do include step rate increases and longevity pay where applicable.

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
GENERAL GOVERNMENT ADMINISTRATION (2.11% of Recommended Budget Total)				
BOARD OF SELECTMEN:				
1. Salaries	111,577	128,196	124,849	
2. Telephone Charges	39,352	38,500	53,000	
3. Expenses	67,525	77,120	73,134	
4. Town Meetings	7,308	12,550	12,850	
5. Capital Outlay	21,994	8,040	16,568	
6. Travel Out of State				
	247,756	264,406	280,401	
MISCELLANEOUS:				
7. Insurance, General	240,486	250,000	275,000	
8. Accident & Health & Group Life Insurance	1,220,590	1,246,200	1,246,200	
9. Workmen's Compensation Self Insurance Fund & Premium Account	276,000	300,000	300,000	
10. Property and Casualty Self Insurance	13,654	5,000	5,000	
11. Uniformed Services Medical Payments	37,903	20,000	25,000	
12. Street Lighting	297,742	301,000	316,000	
13. Unemployment Compensation	40,047	75,000	50,000	
14. Garbage Removal	85,392	86,904	92,000	
	383,134	387,904	408,000	
TOWN CLERK:				
15. Salaries	41,408	43,384	42,757	
16. Expenses	2,429	2,925	3,000	
17. Travel Out of State	0		55	
	43,837	46,309	45,812	
BOARD OF REGISTRARS:				
19. Salaries	26,294	28,546	31,154	
20. Expenses	12,468	17,795	10,645	
21. Tellers & Canvassers	10,702	15,340	5,900	
22. Capital Outlay	871	1,770	3,085	
	50,335	63,451	50,784	

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
LEGAL:				
23. Salaries	17,425	18,297	32,241	
24. Expenses	5,417	6,000	6,000	
25. Special Fees	57,193	35,000	50,000	
	80,035	59,297	88,241	
PERSONNEL:				
26. Salaries	42,577	48,953	49,357	
27. Expenses	4,527	6,640	26,206	
28. Capital Outlay	828			
	47,932	55,593	75,563	
TOTAL: GENERAL GOVERNMENT ADMINISTRATION	855,304	880,580	953,614	
FINANCE (13.54% of Budget Total; exclusive of Debt Service)				
ASSESSORS:				
29. Salaries	120,003	126,087	126,412	
30. Expenses	7,810	18,300	8,575	
31. Revaluation Update	98,999		15,000	
32. Capital Outlay		1,885	2,000	
	226,812	146,272	151,987	
DEPARTMENT OF FINANCE:				
33. Salaries	335,980	365,286	375,847	
34. Audit		24,500	20,000	
35. Financial Consultant			0	
36. Expenses	247,120	210,359	238,104	
37. Capital Outlay	21,828	38,250	7,500	
	2,433,608	2,534,595	2,542,651	
ACCOUNTING:				
38. Salaries	65,506	70,514	Line 33	
39. Expenses	8,536	6,892	Line 36	
	74,042	77,406		
TREASURER:				
41. Salaries	81,588	90,235	Line 33	
42. Expenses	28,006	28,250	Line 36	
43. Capital Outlay	584	850	Line 37	
	110,178	119,335		
DEBT AND INTEREST:				
44. Maturing Bonds and Notes	215,000	255,000	255,000	
45. Bond and Note Interest	114,072	146,333	139,280	
46. Temporary Loan Interest	7,388	5,000	5,000	
	336,460	406,333	399,280	

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
FINANCE COMMITTEE:				
49. Salaries	6,181	6,490	6,490	
50. Expenses	1,339	1,000	1,000	
51. Reserve Fund	213,434	250,000	250,000	
	220,954	257,490	257,490	
CONTRIBUTORY RETIREMENT:				
52. Salaries	23,674	23,988	24,877	
53. Contributions	1,732,737	1,911,281	2,114,000	
54. Expenses	15,300	18,591	16,345	
	1,771,711	1,953,860	1,155,222	
NON-CONTRIBUTORY RETIREMENT:				
56. Chapter 32 Retirements	218,688	222,730	228,000	
57. Past Service Liability	395,000	395,000	395,000	
	613,688	617,730	623,000	
TOTAL: FINANCE	5,603,233	5,916,280	6,129,630	
EDUCATION (37.55 % of Recommended Budget Total)				
58. Salaries	12,065,233	12,852,353	13,457,793	
59. Administration	110,385	54,360	73,385	
60. Instruction	659,236	698,510	755,902	
61. Other School Services	62,304	79,609	80,050	
62. Cafeteria Assistance	0	0		
63. Pupil Transportation	367,542	374,500	399,000	
64. Operation and Maintenance of Plant	965,562	1,067,780	1,148,020	
65. Community Service	30,685	70,685	72,320	
66. Fixed Assets			0	
67. Tuitions	362,034	433,755	478,022	
68. Out of State Travel	1,891	2,000	2,000	
71. Capital Outlay - Renovation of Physical Properties	333,443	239,000	250,000	
72. Vocational Education	243,046	271,396	288,000	
TOTAL: EDUCATION	15,201,361	16,143,948	17,004,492	

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
PUBLIC SAFETY (10.30% of Recommended Budget Total)				
POLICE:				
73. Salaries - regular	1,407,172	1,507,506	1,502,876	
74. Salaries - overtime	162,936	176,320	195,468	
75. Education and Career Incentive	10,100	10,075	10,375	
76. Inservice Training	27,092	37,254	37,260	
77. Capital Outlay	50,793	69,000	61,525	
78. Travel Out of State	497	500	500	
79. Auto Maintenance	20,295	20,500	25,030	
80. Building Maintenance	20,684	21,588	23,900	
81. Communications	25,345	27,468	28,530	
82. Operating Expenses	82,391	90,833	102,780	
84. Uniforms	19,251	23,340	28,735	
85. Crime Check Committee		250	250	
86. Animal Control	561	1,646	1,646	
87. F.B.I. Academy				
	1,827,117	1,986,280	2,018,875	
FIRE:				
88. Salaries - regular	1,797,216	1,813,504	1,798,331	
89. Salaries - overtime	503,098	428,427	275,000	
90. Education and Career Incentive	17,019	20,825	20,825	
91. Inservice Training	44,358	44,435	45,552	
92. Capital Outlay	18,795	8,145	50,800	
93. Travel Out of State	500	500	500	
94. Building Maintenance	39,727	42,306	45,556	
95. Equipment and Supplies	87,009	96,196	77,324	
96. Service Expenses	11,320	24,740	26,204	
97. Equipment Maintenance	33,539	32,440	31,340	
139. Leased Equipment			46,096	
	2,552,581	2,511,518	2,371,432	
CIVIL DEFENSE:				
98. Salaries	1,500	1,500	1,500	
99. Expenses	14,060	13,438	14,587	
100. Capital Outlay		1,400		
	15,560	16,338	16,087	
BUILDING:				
101. Salaries	77,796	81,458	79,519	
102. Expenses	2,010	2,210	2,410	
	79,806	83,668	81,929	

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
SEALER OF WEIGHTS & MEASURES:				
104. Salaries	5,180	5,437	5,437	
105. Expenses	1,386	1,515	1,515	
	6,566	6,952	6,952	
TOTAL: PUBLIC SAFETY	4,107,623	4,403,168	4,458,197	
PUBLIC FACILITIES (7.48% of Recommended Budget Total)				
PUBLIC WORKS:				
Administration:				
106. Salaries	107,482	112,816	112,830	
107. Expenses	6,513	8,045	7,015	
108. Travel Out of State	800	800	1,000	
	114,795	121,661	120,845	
Engineering:				
109. Salaries	176,684	186,504	187,097	
110. Expenses	6,641	4,050	3,810	
	183,325	190,554	190,907	
Garage and Equipment:				
111. Salaries	107,618	119,850	125,659	
112. Expenses	86,582	105,325	100,327	
113. Equipment Replacement	111,300	111,301	333,301	
Highway:				
114. Salaries	411,344	436,377	450,505	
115. Salaries - Parking Meter Fund	21,145	21,500	21,500	
116. Expenses	370,463	383,252	399,274	
	802,952	841,129	871,279	
Park Division:				
117. Salaries	284,488	329,893	325,439	
118. Expenses	109,122	100,252	104,005	
	393,610	430,145	429,444	
Sewer:				
120. Salaries	319,344	335,609	325,930	
121. Expenses	92,653	88,985	97,810	
122. House Connections	7,815	8,500	8,500	
	419,812	433,094	432,240	

Certain costs of Park and Recreation, Conservation and Memorial Park assignable to them are carried in the above budget.

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
Snow and Emergency:				
123. Overtime Salaries	81,873	50,000	50,000	
124. Expenses	106,227	70,000	70,000	
	188,100	120,000	120,000	
Water:				
125. Salaries	300,030	318,507	330,860	
126. Expenses	253,975	275,287	268,050	
127. Main Extensions/New Services	14,077	20,000	20,000	
	568,082	613,794	618,910	
Total: PUBLIC WORKS	2,976,176	3,086,853	3,342,912	
MINI-BUS:				
128. Salaries	5,689	5,973	5,973	
129. Expenses	970	1,000	1,500	
130. Bus Contract	28,810	31,000	36,460	
	35,469	37,973	43,933	
TOTAL: PUBLIC FACILITIES	3,011,645	3,124,826	3,386,845	
HUMAN SERVICES: (27.47% of Recommended Budget Total)				
HOSPITAL:				
131. Salaries	6,853,171	7,397,000	7,344,110	
132. Expenses	4,020,295	4,173,000	4,153,000	
133. Capital Outlay	340,327	657,805	470,000	
134. Travel Out of State	1,793	3,000	3,000	
177. Telephone Lease			36,600	
	11,215,586	12,230,805	12,006,710	
PUBLIC HEALTH:				
Board of Health:				
135. Salaries	117,078	116,554	116,554	
136. Capital Outlay		8,500		
137. Travel Out of State	299	300	300	
138. Expenses	10,827	11,850	12,650	
141. Mental Health	60,584	66,888	66,888	
142. Mentally Retarded	9,282	9,282	9,746	
	198,070	213,374	206,138	
VETERANS' SERVICES:				
145. Salaries	16,171	17,871	17,871	
146. Expenses and Transportation	996	1,000	1,000	
147. Benefits	78,224	50,000	50,000	
	95,391	68,871	68,871	

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
YOUTH COMMISSION:				
148. Salaries	85,426	90,424	90,833	
149. Expenses	3,729	4,070	4,575	
143 Capital Outlay		3,385		
	89,155	97,879	95,408	
COUNCIL ON AGING:				
150. Salaries	36,867	41,441	46,713	
151. Expenses	3,171	3,360	11,148	
178. Capital Outlay			4,870	
	40,038	44,801	62,731	
TOTAL: HUMAN SERVICES	10,954,074	11,910,139	12,738,699	
DEVELOPMENT (0.13 % of Recommended Budget Total)				
PLANNING BOARD:				
152. Salaries	39,119	44,153	45,000	
153. Expenses	3,891	4,000	4,000	
	43,010	48,153	49,000	
CONSERVATION COMMISSION:				
156. Salaries				
157. Expenses	999	2,500	2,500	
	999	2,500	2,500	
BOARD OF APPEALS:				
158. Salaries	2,715	3,628	3,628	
159. Expenses	2,360	3,000	3,000	
144. Capital Outlay		885		
	5,075	7,513	6,628	
HISTORICAL COMMISSION:				
160. Expenses	295	300	435	
TOTAL: DEVELOPMENT	49,379	58,466	58,563	

The above budget does not include costs assignable to the maintenance and repair of Ridge Hill buildings and grounds. These costs are carried in the Park Division budget of the Department of Public Works.

	($'s) Expended FY 84	($'s) Appropriation FY 85	($'s) Recommended Appropriation FY 86	Amount Voted
CULTURAL/LEISURE SERVICES (1.81 % of Recommended Budget Total)				
LIBRARY:				
161. Salaries	347,232	375,048	386,142	
162. Bindings	573	800	800	
163. Books and Periodicals	87,996	91,490	95,500	
164. Building Maintenance	42,892	45,400	43,200	
165. Expenses	23,574	27,270	27,800	
166. Capital Outlay	874	5,200	7,350	
167. Travel Out of State			0	
	503,141	545,208	560,792	
PARK AND RECREATION:				
172. Salaries	158,259	175,697	177,531	
173. Expenses	58,102	62,560	62,860	
174. Engineering Services				
18. Capital Outlay			16,000	
	216,361	238,257	256,391	

The above budget does not include costs assignable to the operation and maintenance of facilities under the control of the Park and Recreation Commission. These costs are carried in the Park Division budget of the Department of Public Works.

MEMORIAL PARK:				
175. Expenses	424	470	470	

The above budget does not include costs assignable to the operation and maintenance of facilities under the control of the Memorial Park Trustees. These costs are carried in the Park Division budget of the Department of Public Works.

TOTAL: CULTURAL/LEISURE SERVICES	719,926	783,935	817,653	
GRAND TOTAL: ALL BUDGETS	41,560,718	44,168,521	45,285,930	

WARRANT ARTICLE INDEX

Article	Page	Descriptive Title	Inserted By:	Cost
1		Annual Town Election	Town Clerk	N/A
2		Committee/Officer Reports	Board of Selectmen	N/A
3		Borrowing Authorization	Board of Selectmen	N/A
4		Dog Fund Receipts	Board of Selectmen	1,064.16
5		Elected Officials Salaries	Personnel Board	N/A
6		New Job Classifications	Personnel Board	N/A
7		Accelerated Step Rate Hirings and Longevity Change	Personnel Board	N/A
8		Adjustments of Compensation	Personnel Board	N/A
9		Vacations and Non-Occupational Sick Leave Change	Personnel Board	N/A
10		Classifications and Standard Rates	Personnel Board	N/A
11		Operating Budget	Board of Selectmen	45,285,930.00
12		Authorization to Expend State and County Funds	Board of Selectmen	N/A
13		Sanitary Landfill Cover	Board of Selectmen	50,000.00
14		West Street Sewer Pump Station	Board of Selectmen	5,000.00
15		Reservoir Street Pump Station	Board of Selectmen	10,000.00
16		Pump Stations Phase Loss Protection	Board of Selectmen	8,000.00
17		Storm Drainage Improvements	Board of Selectmen	10,000.00
18		Water Main Rehabilitation	Board of Selectmen	350,000.00
19		Revise Sewer Assessment Rate	Board of Selectmen	N/A
20		Authorize Selectmen to contract for Solid Waste Disposal	Board of Selectmen	N/A
21		Great Plain Avenue Sidewalk	Citizen Petition	5,000.00
22		Establish Fees for Licenses to Store Flammable Materials	Board of Selectmen	N/A
23		Consultant Services for Police Facilities Study Committee	Board of Selectmen	5,000.00
24		Appropriation for Handicapped Accessibility at Town Hall	Board of Selectmen	19,000.00
25		Site Plan Review	Planning Board	Zoning
26		Flexibile Development	Planning Board	Zoning
27		Planned Residential Development	Citizens Petition	Zoning
28		Residential Compound	Planning Board	Zoning
29		Lot Coverage and Enclosed Parking	Planning Board	Zoning
30		Parking or Storage of Commercial Vehicles in Residential Districts	Planning Board	Zoning
31		Prohibition of Two Family Conversions	Planning Board	Zoning
32		Conversion of a Single Family Residence to a Two Family Residence	Planning Board	Zoning
33		Conversion of a Municipal School Building	Planning Board	Zoning
34		Heliport Regulations	Planning Board	Zoning
35		Prohibition of Heliport and Other Landing Areas	Citizens Petition	Zoning
36		Parking Regulations	Citizens Petition	Zoning
37		Central Avenue Zoning Map Amendment	Planning Board	Zoning
38		Appropriation for Refurbishing of Park Lighting System	Park and Recreation Commission	32,500.00
39		Prohibition of Permanent Freestanding Signs	Sign By-law Committee	N/A
40		Purchase or Lease of New Equipment	Board of Selectmen	xxx
41		Continue Solid Waste Study Committee	Board of Selectmen	N/A
42		Appropriation for Purchase of Land For Conservation Purposes I	Conservation Commission	xxx
43		Appropriation for Purchase of Land For Conservation Purposes II	Conservation Commission	xxx
44		Human Services Committee Continuation	Human Services Committee	N/A
45		Continue Future Needs School Committee	Future School Needs Committee	N/A
46		Track Study Committee Continuation	Track Study Committee	N/A
47		Continue Communication Center Study Committee	Communication Center Study Committee	N/A
48		Transfer of Free Cash	Finance Committee	xxx
49		Establish Stabilization Fund	Board of Selectmen	xxx
50		Omnibus Article	Board of Selectmen	N/A

NOTE: xxx depicts undetermined costs at time of printing.
N/A not applicable

WARRANT FOR THE ANNUAL TOWN MEETING
Monday, April 8, 1985
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greeting:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said town namely:

Precinct A--Hillside School
Precinct B--Hillside School
Precinct C--Newman Middle School
Precinct D--High Rock School
Precinct E--Pollard Middle School
Precinct F--Stephen Palmer Community Room
Precinct G--Broadmeadow School
Precinct H--Broadmeadow School
Precinct I--Mitchell School--Gymnasium
Precinct J--Mitchell School--Gymnasium

on MONDAY, THE EIGHTH DAY OF APRIL, 1985.

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION
To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
Two Trustees of Memorial Park for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Member of Needham Housing Authority for One Year;
One Commssioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years;
Fourteen Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Seven Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
One Town Meeting Member from Precinct B for One Year;
Fifteen Town Meeting Members from Precinct C for Three Years;
Ten Town Meeting Members from Precinct D for Three Years;
Ten Town Meeting Members from Precinct E for Three Years;
One Town Meeting Member from Precinct E for Two Years;
Six Town Meeting Members from Precinct F for Three Years;
Four Town Meeting Members from Precinct G for three Years;
Six Town Meeting Members from Precinct H for Three Years;
Four Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
Nine Town Meeting Members from Precinct J for Three Years;

AND at the Newman Middle School in said Town on MONDAY, THE SIXTH DAY OF MAY, 1985 at 7:30 P.M.

ARTICLE 2: COMMITTEE/OFFICER REPORTS
To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

ARTICLE 3: BORROWING AUTHORIZATION
To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1985 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This article be adopted.

ARTICLE 4: DOG FUND RECEIPTS
To see what disposition the Town will make of monies received pursuant to General Laws, Chapter 140, Section 172 as the Town's share of the unexpended balance of the Dog Fund; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This article be adopted and the sum of $1,064.16 be appropriated for use by the Public Library.

ARTICLE 5: ELECTED OFFICIALS' SALARIES
To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1985 as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board and subject to the longevity provisions of paragraph (j) Section 20 of the Consolidated Personnel By-Laws as follows:

NOTE: The following are the rates presently being paid. Any revisions, to these rates will be provided to Town Meeting Members as early as possible before May 6, 1985.

Assessor, Chairman	$1,800.
Assessor, others	1,500.
Selectman, Chairman	1,800.
Selectmen, others	1,500.
Town Clerk	26,500.

or to take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 6: NEW JOB CLASSIFICATION

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 15 of the Consolidated Personnel By-Law in establishing new classifications and the compensation therefor, said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 7: ACCELERATED STEP RATE HIRINGS AND LONGEVITY CHANGE

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 20 of the Consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involved, said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting; and to amend subsection (j) by changing the word "fifty dollars" found in said subsection so that said new subsection (j) will read as follows:

(j) In addition to the step rate increases or advancement provided in paragraph (g) above, there shall be added to the annual compensation of each full-time employee of the Town, including each full-time hourly rated employee with exception of all employees in the Welfare Department who are being paid under the compensation plan established under the provisions of General Laws, Chapter 31, Section 47D, the sum of one hundred dollars after completion of each and every five years of continuous full-time employment. Interruption of such employment for the purpose of performing military service shall not be deemed to break the continuity of service with the Town in calculating benefits payable under this paragraph, provided that no employment other than military service is entered into by the employee during the period of said interruption. Subject to the approval of the Personnel Board, a full-time employee whose employment has been interrupted through no fault of his own and who has been subsequently reinstated to full-time employment, may be given credit for longevity purposes for such prior town service. The provisions of this paragraph as to added compensation shall have no retroactive effect and shall operate only from and after the date of adoption by the Town; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 8: ADJUSTMENTS OF COMPENSATION

To see if the Town will vote to amend Article IX, Secti 19(b) add Section 19(g) and amend Section 20(a) of t General By-Laws (Consolidated Personnel By-Laws) changing 19(b) to read as follows:

Amend Section 19(b) to read as follows:

"The rates of compensation prescribed, unless speci exception is noted in the compensation schedule for a class, shall, except as otherwise provided in paragraph (c) Section 20 and by paragraph (f) or (g) below, represent t total renumeration to be paid to employees, including pay every form, but not including reimbursement of actu authorized expenses incurred as necessary incidents employment."

By adding Section 19(g) to read as follows:

"Upon request, the Personnel Board may adjust the rate compensation for any position set forth in Schedule A up two compensation grades as set forth in Schedule B-1 whe such adjustment is required in order to recruit or reta employees whose compensation is not in accordance wi prevailing market conditions or where such position requir unique technical skills not adequately reflected in t existing compensation."

Amend Section 20(a) to read as follows:

"Except as provided in paragraph (g) of Section 19 or paragraphs (b) (c) (d) and (e) below, the Personnel Board sha approve as the rate of compensation for entrance into a position only the minimum rate in the scale for the class which the position has been allocated; or take any oth action relative thereto."

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 9: VACATION AND NON-OCCUPATIONAL SIC LEAVE CHANGE

To see if the Town will vote to amend Article IX, Sectio 21, 22, 24, 25 and 28 of the General By-Laws (Consolidate Personnel By-Law) by changing the word "calendar" "fiscal" found in said section so that new sections will read follows:

SECTION 21. GENERAL PROVISIONS AS T VACATIONS. Each department head shall annually, after th first day of June in each calendar year, develop a vacatio schedule for all employees of his department who are or wh may become eligible to receive vacation leave durin following fiscal year; and he shall submit the same, in suc form as the Personnel Board may require, to the tow Comptroller not later than July first of said year. Sa department head shall schedule vacations over as wide period as possible in order to obviate the need for temporar increases in the personnel of his department. If in the cours of such year it shall become necessary to amend sa schedule, the department head shall notify the tow Comptroller of such amendment not later than Wednesday o

e week immediately preceding the week in which said nendment shall take effect.

If any employee eligible to receive vacation leave shall sent himself from duty without leave, the amount of such sence may be deducted proportionally from the amount of cation leave due to said employee during the year in which ch absence from duty without leave shall have occurred. If e employee shall already have taken the vacation leave due him in that year, such absence may be chargeable against s next succeeding vacation leave allowance.

Vacation leave with pay shall not be granted to temporary nployees.

Vacation leave shall not be cumulative from one year to nother; provided, however, that if the vacation leave of an nployee, scheduled to take his or her vacation in the month nmediately preceding the date on which said employee's arned vacation credits are due to expire, is cancelled by the epartment to meet an emergency or to offset a critical nortage of personnel in the department during said month, ne amount of such vacation leave may, with the approval of ne Personnel Board, be added to the amount of vacation eave which said employee shall be eligible to receive in the ear immediately following.

Additional vacation leave of one day at prorated vacation ay shall be allowed for each holiday occuring within a fiscal ear.

The vacation for a given fiscal year may be taken at any ime during the fiscal year, subject to the approval of the epartment head or other authority concerned, and further ubject to giving at least one week's advance notice in vriting to the Town Comptroller.

SECTION 22. VACATION LEAVE FOR FULL-TIME ERMANENT EMPLOYEES. Vacation leave shall be granted o full-time permanent employees subject to the following rovisions:

(a) Except as to employees for whom other provisions are made by the laws of the Commonwealth, employees who have been employed for less than twelve months as of July first in the current fiscal year, shall be granted vacation leave of one day with full pay for each month of employment, provided (1) that such vacation leave shall not exceed ten days; and (2) that such vacation leave credit shall be calculated from the first day of employment.

(b) Vacation leave of two weeks with full pay shall be granted to any such employee who has been employed by the town for at least one year but less than five years.

(c) Vacation leave of three weeks with full pay shall be granted to any such employee who has been employed by the Town for at least five years but less than twelve years. Eligibility for the third week of vacation shall be effective after July first of fiscal year in which the fifth anniversary date of such employee falls.

(d) Vacation leave of four weeks with full pay shall be granted to any such employee who has been employed by the Town for twelve years or more. Eligibility for the fourth week shall be effective after July first of the fiscal year in which the twelfth anniversary date of such employee falls.

(e) Vacation leave of five weeks with full pay shall be granted to any such employee who has been employed by the Town for twenty-two years or more. Eligibility for the fifth week shall be effective after July first of the fiscal year in which the 22nd anniversary date of such employee falls.

(f) Full time permanent employees of the Library Department shall be an exception to paragraph (b) and (c) above as follows: Vacation leave of three weeks with full pay shall be granted to those employees who have been employed by the Town for at least one year but less than twelve years.

(g) Any such vacation leave shall be subject to such diminution as is provided in Section 21.

(h) An employee provisionally appointed to a full-time permanent position subject to Civil Service Law shall be subject to the provisions of this section.

(i) Daily or weekly vacation pay for full-time salaried employees, as the case may be, is to be calculated by dividing the number of days in the year into the sum total of basic annual pay and annual longevity pay, if any, both as of the time the vacation time is drawn consistent with the provisions of Section 21. Weekly vacation pay for full-time hourly-paid employees is based on forty (40) hours at the basic straight-time hourly-wage rate at the time vacation pay is drawn.

SECTION 24. LEAVES OF ABSENCE. Leaves of absence shall be granted to full-time permanent employees during a fiscal year subject to the following provisions:

(a) One day's leave of absence with full pay shall be granted for personal business during any fiscal year with written approval of the department head and shall be requested in writing at least forty-eight (48) hours prior to the date selected.

(b) Except as otherwise provided in this By-Law, all other leaves of absence shall be without compensation and shall be subject to the approval of the department head, and in the instance of any such leave exceeding two weeks, to be approved by the Personnel Board. Nothing in Section 21 to 28A inclusive shall operate to reduce the salaries or wages of officers elected by the Town.

(c) A leave of absence not exceeding two days in each year of the firefighters' collective bargaining agreements may be granted with full pay to two (2) employees included within the firefighters' bargaining units where each such leave of absence is used for the purpose of attending a firefighters' union convention as a union officer, delegate or alternate delegate, and where each such request for a leave of absence has been requested in writing to the department head.

SECTION 25. COURT LEAVE.

(a) A Court leave of absence shall be granted to any town officer or employee who (1) is called to serve upon a jury, or (2) is summoned to appear in court as a witness, or (3) shall request court leave for the purpose of appearing in court as a defendant or litigant. Such leave shall be granted only for the period of such jury service or for the period during which said officer or employee is required to be in court; and it shall in no way affect the employement rights of said officer or employee.

(b) If the jury or witness fees, exclusive of travel allowances, received by said officer or employee for such jury duty or for service as a witness in court shall be less than the regular rate of compensation received by him from the Town, the difference between said fees and said regular rate of compensation shall be paid to such officer or employee by the Town. If the amount of such fees received by said officer or employee shall exceed the regular rate of compensation received by him from the town, no compensation shall be paid to him by the town for the period of his jury duty or witness duty; provided, however, that to qualify for any payment by the Town hereunder, the officer or employee aforesaid must furnish the town Comptroller with complete and satisfactory evidence of the jury or witness fees paid. As used in this paragraph, the phrase "regular rate of compensation" shall mean the amount of salary or wages which the Town would pay to such officer or employee for the hours of work which he would normally perform during the fiscal time period otherwise consumed by his jury or witness service; except that the provisions of this paragraph shall also apply to any member of the Police Department who is summoned to appear in court as a witness on a day which would normally be his day of rest.

(c) When court leave is granted to an officer or employee to appear in court as a defendant or litigant, it shall be granted without pay; provided, however, that the said officer or employee may, with the approval of the Personnel Board, substitute one day of court leave with pay for one day of vacation leave with pay, not to exceed in number the total number of days of vacation leave with pay due to said officer or employee during the year in which such court leave with pay is granted.

SECTION 28. NON-OCCUPATIONAL SICK LEAVE. The granting of non-occupational sick leave and the payment of compensation to persons on non-occupational sick leave shall be subject to the following provisions:

(a) Consistent with the eligibility of each employee subject to this By-Law on the effective date of this Section, there shall be credited to each such employee's record the total amount of non-occupational sick leave available to each employee as determined under the prior provisions of Section 28. For the succeeding fiscal year after the effective date hereof and each successive fiscal year thereafter there shall accrue to each eligible employee subject to this By-Law an additional or and a quarter (1-1/4) days per month or proportiona part thereof as hereinafter provided for less tha permanent full time employees which shall be adde to the employee's permanent record of availabl non-occupational sick leave time, and shall hereafte be known and referred to as "Non-Occupation Unused Accumulated Sick Leave" or "Total Sic Leave Credit." All new employees entering the tow service hereunder after the effective date here shall be credited with said one and a quarter (1-1/ days per month or proportionate part thereof a hereinafter specified.

(b) During each fiscal year beginning with the effecti date hereof, there shall be charged to eac employee's total Sick Leave Credit or deducte therefrom the total number of days absent fro performing the usual assigned duties because o non-occupational illness and for which the employe was paid the usual compensation. At the election o the employee subject to this By-Law and when suc employee is entitled to the benefits and subject t the provisions of General Laws, Chapter 152, th employee shall be entitled to receive his net pay t the extent permitted under said Chapter 152 bu limited to the credit available from such employee total Sick Leave Credits and if such additiona benefit is elected by the employee his or her Tota Sick Leave Credit will be charged for the appropriat time thus used. No payment shall be made as a clai under this Section without the prior approval of th Personnel Board or the Personnel Director. physician's certificate may be required by th department head or the Personnel Board in any cas of non-occupational sick leave claimed hereunder.

(c) In the instance of a part-time employee filling permanent position as defined in this By-Law non-occupational sick leave credits and charge referred to in (a) and (b) above shall apply, but th amount of non-occupational sick leave credit sha accrue in the ratio that their part-time employmen bears to full time employment.

(d) An employee subject to this By-Law who terminate his or her services with the town by retirement because of disability or because of death shall b entitled to a cash payment at his current rate for 2 percent of his or her Unused Accumulated Sick Leav Credit outstanding after proper adjustments ar made for the current fiscal year. In the case o death, the surviving spouse or duly designate beneficiary shall be entitled to the payment du hereunder, or if there is no surviving spouse or dul designated beneficiary, to the duly appointed lega representative of his or her estate.

(e) The head of each department shall investigate an ascertain the validity of any request fo non-occupational sick leave made by an employee o his department, and shall approve the same if he i satisfied as to the validity of such request. physician's certificate may be required by th department head or by the Personnel Board in an case of non-occupational sick leave claime hereunder.

(f) When an employee has exhausted his accumulated sick leave benefits, additional sick leave of up to 60 days per fiscal year may be granted by the Personnel Board. In determining whether such additional sick leave shall be granted, the Personnel Board shall take past absences of the employee and the length of continual service into account.

The foregoing amendment shall become effective January 1, 1976.

(g) An employee shall be allowed to use up to 3 days of non-occupational unused accumulated Sick Leave or non-occupational Sick Leave per fiscal year when available for illness of a parent, spouse or child of such employee; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 10: CLASSIFICATION & STANDARD RATES

To see if the town will vote to amend the Consolidated Personnel By-Law of the town by striking out Section 17 thereof in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation of the Paid Appointive Service.

NOTE: Any revisions to Section 17 will be provided to Town Meeting Members as early as possible before May 6, 1985.

SECTION 17: CLASSIFICATION and STANDARD RATES OF COMPENSATION of the PAID APPOINTIVE SERVICE. Except as otherwise required by State Law, the classes of positions in this Paid Appointive Service by the Town other than those in the service of the School Department and Glover Memorial Hospital and the Standard Rates of Compensation thereof effective July 1, 1985, and the compensation of positions classified by the Director of Civil Service effective July 1, 1985 may be found in the Consolidated Personnel By-Law which is incorporated herein by reference.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 11: OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
The amounts appropriated be as recommended in the "Operating Budget Recommendations". (See page 8.)

ARTICLE 12: AUTHORIZATION TO EXPEND STATE & COUNTY FUNDS

To see if the Town will vote to authorize the Board of Selectmen to accept and enter into contract for the expenditure of any funds allotted or to be allotted by the Commonwealth and/or County for the construction, reconstruction and improvement of Town roads; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 13: SANITARY LANDFILL COVER

To see if the Town will vote to raise and appropriate the sum of $50,000. to apply the final cover to a portion of the Sanitary Landfill in accordance with State Regulations; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 14: WEST STREET SEWER PUMP STATION

To see if the Town will vote to raise and appropriate the sum of $5,000. to replace existing piping at the West Street Sewer Pump Station; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 15: RESERVOIR STREET SEWER PUMP STATION

To see if the Town will vote to raise and appropriate the sum of $10,000. for the replacement of pumping equipment at the Reservoir Street Sewer Pump Station; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 16: PUMP STATIONS PHASE LOSS PROTECTION

To see if the Town will vote to raise and appropriate the sum of $8,000. to install phase loss protection at Sewer Pump Stations; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 17: STORM DRAINAGE IMPROVEMENTS

To see if the Town will vote to raise and appropriate the sum of $10,000. for construction of storm water drains in public ways and through easements on private property, as proposed by the Public Works Department; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 18: WATER MAIN REHABILITATION

To see if the Town will vote to raise and appropriate the sum of $350,000. for replacing water mains for the rehabilitation and improvement of the system; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 19: REVISE SEWER ASSESSMENT RATE

To see if the Town will vote to redetermine the fixed uniform rate charged to abutters for the construction of sewers as authorized under the provisions of General Laws, Chapter 83, Section 15A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 20: AUTHORIZE SELECTMEN TO CONTRACT FOR SOLID WASTE DISPOSAL

To see whether the Town under and pursuant to authority granted in General Laws, Chapter 40D, Section 21 (g), as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a solid waste disposal facility to be established for the disposal of refuse, garbage and waste and for the use of recovered energy and materials resulting from the operation of such facility, which contract will:

(1) be for a term of up to twenty years;

(2) include provisions for the delivery of minimum amounts of refuse, garbage and waste and payments for the use of the facility to be based thereon;

(3) provide for unit prices that will be graduated and for adjustments thereof and for the use of steam, electricity and recovered materials resulting from the use of the facility and for credits or payments to the Town resulting therefrom;

(4) allow the use by the town or other municipalities or private parties of the uncommitted capacity of such facility;

(5) contain other provisions incidental and related to the foregoing general matters; and

(6) be generally in the form of contracts negotiated by member communities of other Resource Recovery Facilities with such changes therein as may be negotiated and approved by said Board of Selectmen.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 21: GREAT PLAIN AVENUE SIDEWALK

To see if the Town will vote to raise and appropriate the sum of $5,000. to provide for the installation of sidewalks on the westerly side of Great Plain Avenue from Pilgrim Road to Mary Chilton Road; determine how said sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Mary Ellen Hannigan, et. al.
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 22: ESTABLISH FEES FOR LICENSES TO STORE FLAMMABLE MATERIALS

To see if the Town will vote to amend Article XVII of the General By-Laws by adding the following to the schedule of fees for licenses and permits relating to the storage of flammables in a structure as authorized by Massachusetts General Laws, Chapter 148, Section 10A, 13, and 14:

The parking of four or more vehicles in a structure - $2.00 per vehicle, and not less than $25.00;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 23: CONSULTANT SERVICES FOR POLICE FACILITIES STUDY COMMITTEE

To see if the Town will appropriate the sum of $5,000. for consultant services to the Police Facilities Study Committee (a committee established by the Board of Selectmen to study the adequacy of the present Police Department facilities) to provide necessary expertise to propose and evaluate facilities modifications;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 24: APPROPRIATION FOR HANDICAPPED ACCESSIBILITY AT TOWN HALL

To see if the Town will vote to appropriate a sum of money for the modification of Town Hall facilities so as to provide handicapped accessibility to Town Hall as required by the federal regulations governing the General Revenue Sharing program, namely, Section 504 of the Rehabilitation Act of 1973 (as amended) and by Article of Amendment 114 of the Massachusetts Constitution;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 25: SITE PLAN REVIEW

To see if the Town will vote to amend the Needham Zoning By-law as follows:

1) Delete Section 7.4 Apartment Site Review in its entirety and substitute therefor a new Section 7.4 Site Plan Review which will read as follows:

"7.4. Site Plan Review

7.4.1. Purpose

The purpose of this section is to provide a comprehensive review procedure for construction projects, herein defined, to insure compliance with the goals and objectives of the Master Plan, and the provisions of the Zoning By-law, to minimize adverse impacts of such development, and to promote development which is harmonious with surrounding areas.

7.4.2. Definitions

For purposes of this section the following definition of terms should apply to any construction project excluding single and two family homes.

Major Project - Any construction project which involves: the construction of 20,000 or more square feet gross floor area; or an increase in gross floor area by 10,000 or more square feet; or any project which results in the creation of 50 or more new off-street parking spaces.

Minor Project - Any construction project which involves: the construction of more than 5,000 but less than 20,000 square feet gross floor area; or an increase in gross floor area by more than 5,000 but less than 10,000 square feet.

7.4.3. Requirements

A Site Plan Review shall be performed by the Planning Board for each major and minor project prior to the filing of an application for a building permit.

MAJOR AND MINOR PROJECT WHICH REQUIRE A SPECIAL PERMIT FROM THE BOARD OF APPEALS UNDER SECTION 3.2. - In the case of a major or minor project which requires a special permit from the Board of Appeals, as identified in Section 3.2. Schedule of Use Regulations, the Planning Board shall perform a Site Plan Review and submit its recommendations to the Board of Appeals within thirty-five (35) days of the date of filing with the Planning Board; otherwise failure to make such recommendations shall be deemed a lack of opposition thereto. In the event the public hearing by the Board of Appeals is held prior to the expiration of the thirty-five (35) day period, the Board of Appeals shall continue the hearing to permit the submission of recommendations within that period. The decision of the Board of Appeals shall contain explanatory reasons for its action if it is contrary to the recommendations of the Planning Board. The Planning Board may schedule a meeting(s) with the applicant during the review period.

MINOR PROJECTS - In the case of a minor project not requiring a special permit from the Board of Appeals, the Planning Board shall conduct the Site Plan Review and issue a report to the applicant with a copy of said report to the Building Inspector within thirty-five (35) days from the date of filing of the Site Plan. Failure of the Board to issue said report within the 35 days shall be construed as satisfying this section.

MAJOR PROJECTS - In the case of a major project not requiring a special permit from the Board of Appeals, a special permit shall nevertheless be required by the applicant from the Planning Board prior to the application for a building permit. The Planning Board shall conduct a public hearing and its review consistent with the provisions of General Laws Chapter 40A, Section 9 (Special Permit) and Section 7.6.1. of the Needham Zoning By-law.

Prior to the issuance of a Certificate of Occupancy by the Building Department, the Building Inspector or his designee shall transmit an approval of the completed project as conforming to the approved site plan special permit to the Planning Board.

7.4.4. Procedure

An application for Site Plan Review and seven (7) copies shall be submitted to the Planning Board concurrent with submission of a copy to the Town Clerk.

In the case of a major or minor project which requires a special permit from the Board of Appeals as identified in Section 3.2. Schedule of Use Regulations, an additional copy of the above applications shall be concurrently submitted to the Board of Appeals at the same time application is made to the Board of Appeals for a special permit under Section 3.2.

The application for Site Plan Review shall be accompanied by a site plan with supporting documentation which shall show, among other data, the following:

a. locus plan;
b. location of structures within 100 feet of property line;
c. existing and proposed building showing setback from property lines;
d. building elevation;
e. existing and proposed contour elevations in one foot increments;
f. parking areas;
g. driveways and access to site;
h. facilities for vehicular and pedestrian movement;
i. drainage;
j. utilities;
k. landscaping including trees to be retained and removed;
l. lighting;
m. loading and unloading facilities;

n. provisions for refuse removal;
o. projected traffic volume in relation to existing and reasonably anticipated conditions, and
p. other information as may be necessary to determine compliance with the provisions of the Zoning By-law.

Upon request the Planning Board may, at its discretion, waive the submission by the applicant of any of the required information.

7.4.6. Review Criteria

In conducting the Site Plan Review, the Planning Board shall consider the following matters:

a) Protection of adjoining premises against seriously detrimental uses by provision for surface water drainage, sound and sight buffers and preservation of views, light and air;
b) Convenience and safety of vehicular and pedestrian movement within the site and on adjacent streets, the location of driveway openings in relation to traffic or to adjacent streets and, when necessary, compliance with other regulations for the handicapped, minors and the elderly;
c) Adequacy of the arrangement of parking and loading spaces in relation to the proposed uses of the premises;
d) Adequacy of the methods of disposal of refuse and other wastes resulting from the uses permitted on the site;
e) Relationship of structures and open spaces to the natural landscape, existing buildings and other community assets in the area and compliance with other requirements of this By-law; and
f) Mitigation of adverse impacts on the town's resources including the effect on the town's water supply and distribution system, sewer collection and treatment, fire protection, and streets;

and may require when acting as the Special Permit Granting Authority or recommend in the case of minor projects or when the Board of Appeals is acting as the Special Permit Granting Authority such apropriate conditions, limitations, and safeguards necessary to assure the project meets the criteria of a. through f.

2) Revise Section 7.6.1. by deleting the words "Section 4.3.4." in the first sentence and replacing them with the words "Section 4.2.4." and "Section 7.4." and deleting the words "Section 6.5. and 6.7.2." in the third sentence and replacing them with the words "Section 7.5.2.";

3) Revise Section 7.6.2. by deleting the words "Section 6.5." and replacing them with the words "Section 7.5.";

4) Revise Section 3.1.1. by adding after "Y (Yes) - Use Permitted" the phrase "(except major projects under Section 7.4.2. which require a special permit from the Planning Board)."; or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 26: FLEXIBLE DEVELOPMENT

To see if the Town will vote to amend the Zoning Bylaw by deleting the last sentence in paragraph 4.2.4 (b)(4) in its entirety and replace it with a new sentence which will read "The depth of the setback shall be 20 feet";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 27: PLANNED RESIDENTIAL DEVELOPMENT BY-LAW

To see if the Town will vote amend the Zoning By-law as follows:

1) Add a new line in Section 3.2. Schedule of Use Regulations after the line Single Residence as follows:

	SR A	SR B	GR	A-1,2,3	I	B	IND	INDP
"PRD (See Sec. 4.2.5.)	SP	SP	N	N	N	N	N	N";

and

2) Add a new Section 4.2.5. Planned Residential Development which will read as follows:

"4.2.5. Planned Residential Development (PRD)

4.2.5.1. Purpose

To provide an alternative at density levels established by this By-law to conventional development patterns which foster innovative site planning based on the natural characteristics of the land; to encourage the preservation of significant open space for conservation and recreation; to facilitate the economic and efficient provision of public utilities and services; to provmote aesthetic and other amenities; and to insure development which is harmonious and compatible to the surrounding neighborhoods.

4.2.5.2. Standards

a) Minimum Tract Site - Planned Residential Development (PRD) shall be permitted on a tract of land in the Single Residence A and Single Residence B Districts having an area not less than 10 times the minimum lot area of the zoning district within which it is located and shall have frontage of at least 50 feet on a way.

b) Number of Dwelling Units - The number of dwelling units shall be determined by one of the two following methods:

i) The Net Usable Land Area within the tract divided by the minimum lot area requirement for the zoning district in which the tract is located.

Net Usable Land Area shall equal 85% of the gross tract area

minus 100% of all water bodies
minus 70% of land located in a Flood Plain District
minus 70% of land subject to M.G.L.Ch 131, S.40 and 40A and to federal flood storage restrictions included within the Charles River Valley Storage project.

ii) Submission of a "conventional" subdivision plan certified to comply with normal applicable regulations by both a Registered Land Surveyor and a Professional Engineer. In this case the number of dwelling units shall equal the number of legal building lots created.

c) Open Space - No less than 40% of the PRD tract which is not covered with buildings, roads, driveways, parking areas or service areas, or which is not set aside as yards, exclusive use areas, patios, and gardens for the residents shall be designated open space. Open space shall be available and reasonably accessible to each dwelling unit. No more than 50% of the open space whall be wetland or other land subject to seasonal or periodic flooding unless a greater percentage is specifically authorized by the Planning Board. Land designated as open space shall have a shape, dimension, character, and location suitable to assure its use for park, recreation, conservation, or agricultural purposes by at least all the residents of the PRD.

Provisions shall be made for the open space to be owned:

i. in common by the owners of all units in the PRD; or
ii. by a trust or association of the owners of all units in the PRD; or
iii. by the Town; or
iv. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open space land. Such restriction shall provide that the open space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restrictions shall be in a form or substance approved by the Planning Board.

d) Permitted Uses - Single family detached and attached structure without regard to form of ownership provided no more than 50% of such structures shall be attached and accessory uses incidental to the principal uses.

e) Structure Location - The location, size, and shape of any structures to be constructed shall be appropriate to the terrain in which they are located and shall not be detrimental to the neighborhood and shall not adversely affect the character of the neighborhood. Structures with attached dwelling units shall contain no more than four units.

f) Height - The maximum permitted height of any structure in a PRD shall be 35 feet or 2-1/2 stories.

g) Area, Frontage and Setback Requirements - There shall be a minimum lot area in the case of a subdivision or exclusive use area (an area reserved for the exclusive use of a dwelling unit) in all other cases of 10,000 square feet in the SRA District and 5,000 square feet in the SRB District. Each lot or exclusive use area shall have frontage of at least 50 feet on a paved way or driveway. No structure shall be within 30 feet of another structure other than in the case of attached dwelling units. No building shall be erected within 30 feet of a way on which the PRD tract has frontage or 20 feet from the boundary line of the PRD tract.

h) Parking - There shall be an adequate arrangement and number of parking spaces in relation to the dwelling units constructed. No more than six (6) parking spaces shall be grouped together.

i) Drainage and Sewage Disposal - The PRD shall have adequate methods of sewage disposal and drainage. Said methods shall be subject to approval by the Public Works Department and/or the Board of Health.

j) Ways, Interior Drives, and Utilities - The construction of all ways, interior drives and utilities shall be in accordance with the standards specified in the Subdivision Regulations and Procedural Rules of the Planning Board and subject to the recommendations of the Public Works Department. In the event the applicant chooses not to subdivide the tract under the Subdivision Control Act, the Planning Board shall require nevertheless sufficient security to insure compliance with the installation of Ways, Interior Drives, and Utilities. Upon the written request of the applicant the Planning Board may waive or modify the requirements of the Subdivision Rules and Regulations where it is demonstrated that such waiver or modification is consistent with the purpose of this section.

k) Circulation - The PRD shall provide for the convenience and safety of vehicular and pedestrian movement on the site and for adequate location of driveways in relation to street traffic. Said circulation shall be reviewed by the Fire Department for access by safety vehicles.

l) Prohibition of Future Development - No tract, lot, or exclusive use area for which a special permit is granted under this section shall be further subdivided and such notation shall be shown on the plan.

5.2.5.3. Procedure

a) Pre-application Review - To promote better communication and to avoid misunderstanding, the applicant is encouraged, prior to the preparation of a formal application, to meet with the Planning Board and Planning Director for general discussion relative to the site, proposed PRD plan and other issues relative to the proposed project.

b) Application - The applicant shall submit a completed application form and 7 copies; and a project narrative which shall describe the development concept including in tabular form the number of units, type, size (number of bedrooms, floor area), ground coverage, parking spaces and area, and total ground coverage. Additionally, accompanying the application shall be a filing fee and a set of original development plans and seven (7) copies consisting of:

i. Site plans meeting, to the extent possible, the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board;
ii. Elevations
iii. Typical floor plan;
iv. Detailed plans of all entrances to the PRD tract;
v. Detailed plans for disposal of sanitary sewage;
vi. Landscape plan;
vii. Details of landscape treatment at boundaries of the PRD tract and banks of waterways;
viii. Proposed deed restrictions; and
ix. Additional information as required by the Planning Board.

c) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board finds that the PRD is in harmony with the purpose of this section and the Planning Board finds the PRD to be sufficiently advantageous to the town and to the residential district in which it is located. In issuing a special permit, the Planning Board may impose such conditions and safeguards as public safety, welfare and convenience may require. Other than the case of a subdivision, copies of all recorded instruments shall be filed with the Planning Board prior to the issuance of a building permit."; and

3) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.5." after the words "Section 4.2.4.";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 28: RESIDENTIAL COMPOUND

To see if the town will vote to amend the Zoning By-L as follows:

1) By adding a new line to Section 3.2. Schedule of U Regulations after the line Single Residence as follows:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"Res. Compound (See Sec. 4.2.6.)	SP	SP	N	N	N	N	N	N";

and by adding a new Section 4.2.6. Residenti Compound as follows:

"4.2.6. Residential Compound

a) Purpose - To provide limited residenti development within large tracts of land in manner which minimizes Town maintenan responsibility and cost, and simultaneous preserves the existing character of the Town.

b) Standards - A group of not more than five sing family dwellings sharing common frontage a private access road may be permitted by Speci Permit by the Planning board in all single fami residential districts subject to the followi provisions:

i. Tract Frontage - A residential Compou may be permitted on a single tract of la in one ownership, having a minimu frontage on a way of 150 feet in the SR district and 80 feet in the SRB district.
ii. Density - A Residential Compound sha contain at least two acres per dwelli unit in the SRA District and 20,000 squa feet per dwelling unit in the SRB District
iii. Dimensional Requirements - No structu shall be closer than 30 feet from a other structure or way and 20 feet fro any tract boundary line. No exclusive u area (an area reserved for the exclusi use of a dwelling unit) shall be less tha the required lot area in the district which it is located.
iv. Access - Each exclusive use area in th Residential Compound shall ha adequate and legally enforceable rights access to a way via a private street driveway.
v. Open Space - Any land within th Residential Compound, not designated an exclusive use area, private road driveway shall be designated permanent jopen space. Such land sha have a shape, dimension, character an location suitable for conservatio outdoor recreational facilities of non-commercial nature, agricultura preservation of scenic or histori structures, and structures accessory any of the above uses (including swimmin pools, tennis courts, stables, greer houses). Provisions shall be made for th open space to be owned:

i. in common by owners of all units in the Residential Compund; or
ii. by a trust or association of the owners of all units in the Residential Compound; or
iii. by the town; or
iv. by the Needham Conservation Commission; or
v. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open land. Such restriction shall provide that the Open Space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restriction shall be in a form or substance approved by the Planning Board.

c) Limitation on Subdivision - No Residential Compound for which a special permit has been issued under this section may be subdivided or further developed and a notation to this effect shall be shown on the plan.

d) Other Restrictions - The approved plan of the Residential Compound shall contain statements indicating the following: that the land lies within an approved Residential Compound; that development of the land is permitted only in accordance with the land uses indicated thereon; that the town will not be requested to accept or maintain the private access, drainage, open space or any other improvements within the Compound. Further, all deed restrictions with rspect to ownership, use and maintenance or permanent open space shall be referenced on, and recorded with, the plan.

e) Procedure for Approval - The applicant shall submit to the Planning Board a completed application form, a filing fee, and an original and 7 copies of development plans showing the following:

i. Site Plans meeting to the extent applicable the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board and including proposed locations of all structures.
ii. Elevations;
iii. Typical floor plan;
iv. Detailed plans of all entrances from the public street;
v. Detailed plans of disposal of sanitary sewage;
vi. Landscape plan;
vii. Proposed deed restrictions;
viii. Additional information as required by the Planning Board.

f) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board shall find that the Residential Compound is in harmony with the general purpose and intent of this section and that it is designed in such a manner to make it sufficiently advantageous to the town and to the residential district(s) in which the Residential Compound is located. If a special permit is granted, the Planning Board shall impose as a condition of approval that copies of all recorded instruments be filed with the Planning Board prior to the issuance of any building permit.";

2) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.6." after the words "Section 4.2.5.";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 29: LOT COVERAGE AND ENCLOSED PARKING

To see if the Town will vote to amend the Zoning By-law as follows:

1) Amend Section 4.4.6. Enclosed Parking by adding the words "up to two and one-half (2-1/2) percentage points" in the second sentence after the word "increased";

2) Amend Section 4.4.7. Business Uses in Other Districts by deleting it in its entirety and replacing it with the following:

"4.4.7. Business Uses in Other Districts

Whenever a business use as listed in Section 3.2. Schedule of Use Regulations is to be located or expanded in other than a business district, whether permitted by a Board of Appeals special permit or variance or otherwise, the percentage area requirements specified in Table I or II in Section 4.4.1. shall be applicable, unless a variance has also been granted from the provisions of this Section.";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 30: PARKING OR STORAGE OF COMMERCIAL VEHICLES IN RESIDENTIAL DISTRICTS

To see if the Town will vote to amend the Zoning by-law by adding a new Section 6.6. Parking or Storage of Commercial Vehicles in Residential Districts

"6.6. Parking or Storage of Commercial Vehicles in Residential Districts

In Single Residence A and B and General Residence Districts, the outside, overnight parking or storage of vehicles, designated as commercial by the Massachusetts Registry of Motor Vehicles under the laws of the Commonwealth of Massachusetts, shall be prohibited except for one such

vehicle per dwelling unit, provided the commercial vehicle is the means of transportation to and from work by a resident of the premises. The Board of Appeals may grant a special permit for the outside, overnight parking and storage of more than one commercial vehicle if the vehicles are properly screened and the residential character of the premises is not altered. However, in no event shall the outside, overnight parking or storage of any vehicle exceeding 10,000 pounds gross weight or containing three or more axles be permitted in Single Residence A and B and General Residence Districts.";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 31: PROHIBITION OF TWO FAMILY CONVERSIONS

To see if the town will vote to amend the Zoning By-law in Section 3.2 Schedule of Use Regulations under the entry which reads "Conversion of a single family dwelling to a two family dwelling" by deleting the notation "SP" under the columns titled "SRA", "SRB", "I", and "B" and replace it with the notation "N";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 32: CONVERSION OF A SINGLE FAMILY RESIDENCE TO A TWO FAMILY RESIDENCE

To see if the Town will vote to amend the Zoning By-law by adding a new Section 4.2.7. Conversion of a Single Family Residence as follows:

"4.2.7. Conversion of a Single Family Residence to a Two Family Residence

The Board of Appeals may issue a special permit for the conversion of a single family residence to a two-family residence in the Single Residence A, Single Residence B, Institutional, and business districts if all of the following conditions are met:

1) The lot on which the dwelling is located is at least twice the minimum required for that district;

2) The dwelling has at least 2000 square feet gross floor area in size;

3) All parking is provided on the premises;

4) No substantial exterior changes to the structure will be permitted to achieve the conversion;

5) The conversion will not be detrimental to the neighborhood.";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 33: CONVERSION OF A MUNICIPAL SCHOOL BUILDING

To see if the town will vote to amend the zoning By-law as follows:

1) Add the following entry to Section 3.2. Schedule of Us Regulations after the entry which reads "Private clu not conducted as a business";

"Conversion of an existing municipal school buildin (See Section 5.6.)

SRA	SRB	GR	A-1,2,3	I	B	IND	IND
SP	SP	SP	SP	SP	SP	SP	SP"

2) Add a new Section 5.6. Conversion of an Existin Municipal School Building which will read as follows:

"5.6. Conversion of an Existing Municipal Schoo Building

5.6.1. Permitted Uses

An existing municipal school building, but not th land, may be converted to any of the following use upon the receipt of a special permit from the Boar of Appeals: office; craft (not including retial sale o goods produced on or off the premises); professiona service; laboratory not including genetic or biologica research; medical reference laboratory or denta prosthesis laboratory.

5.6.2. More than one principal use

More than one principal use may be permitted in converted school building.

5.6.3. Conditions for a Special Permit

A. The off-street parking requirements of Sectio 5.1. shall be met for each use.

B. The general design requirements of Section 5.3 shall be met.

C. A special permit shall be renewed at the time o the renewal of any lease for any use within th building or every two yars, whichever come first.";

or take any other action relative thereto.

INSERTED BY: Planning Board (at the request of the Schoo Committee)

ARTICLE 34: HELIPORT REGULATIONS

To see if the Town will vote to amend the Zoning By-law as follows:

1) Amend Section 1.3. Definitions by inserting th following at the proper alphabetical location:

"Heliport, limited - An area on a roof or on the groun used by helicopters for the purpose of picking up o discharging passengers or cargo, but not including fue service, maintenance or overhaul, hangars or othe accessory buildings, or overnight storage (except whe removal is prohibited due to atmospheric conditions o mechanical difficulties).

Heliport, general - An area used by helicopters which includes passenger and cargo facilities and regularly scheduled passenger and cargo service, aircraf

maintenance and repair, fueling service, storage space, hangars and accessory buildings, and/or overnight storage."

2) Amend Section 3.2. Schedule of Use Regulations by deleting the entry which reads:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"Airport, heliport, strip or area for any type of aircraft	N	N	N	N	N	SP	SP	SP"

and insert the following entries in its place:

"Airport or General Heliport	N	N	N	N	N	N	N	N
Limited Heliport	N	N	N	N	N	N	SP	SP"

3) Add a new Section 6.5. LIMITED Heliports which will ead as follows:

6.5. Limited Heliports

6.5.1. Special Permits for Limited Heliports granted under Section 3.2. Schedule of Use Regulations shall be consistent and in conformance with the standards and criteria enumerated herein and any other conditions which may be required by the Board of Appeals.

6.5.2. Basic Requirements

a) The proposed limited heliport is found to be desirable for public convenience and welfare.

b) No part of the limited heliport shall be a safe distance but not less than 500 feet from a residentially zoned district excluding Commonwealth of Massachusetts land currently devoted to Route 128 circumferential highway as shown on the Needham Zoning Map.

c) The limited heliport shall not be utilized by a helicopter craft with a seating capacity of more than five.

d) The applicant shall submit a noise assessment consistent with Federal Aviation Administration guidelines contained in Advisory Circular Number 150/5020-2 or any subsequent amendments to evaluate the acoustic impacts on the environment in the area of the proposed limited heliport.

e) The applicant shall submit a site plan certified by an individual possessing qualifications satisfactory to the Board of Appeals showing the direction of prevailing winds, the approach/ departure pattern (including the horizontal plan and elevation profile of the flight paths to be used), distances to residential areas or districts, and the location and height of any structures within the glide path.

f) Heliport landing areas at ground level shall have a minimum area of 100 feet by 100 feet which shall be paved and kept free of loose material. The landing area shall be enclosed by a fence at least four feet in height. Heliport landing areas constructed on buildings and other elevated places shall be of a size and construction consistent with federal and state standards. In no event shall a heliport be constructed on a building or other elevated place if it is determined by the Needham Fire Department to be at a height beyond the fire fighting capabilities of its equipment.

g) Heliport landing areas shall be provided with means for safe collection and disposition of fuel spilled in an emergency. Adequate fire protection and firefighting equipment shall be provided in accordance with federal, state and local requirements, and shall be regularly inspected and tested.

h) Heliport landing areas shall be provided with lighting and wind direction indications in conformity with Federal Aviation Agency and Massachusetts Aeronautics Commission regulations and recommendations.

i) Unless otherwise specified in this section or within the decision of the Board of Appeals, Limited Heliport landing areas shall be of a design and construction consistent with the appropriate state and federal standards.

j) The Board of Appeals may require evidence of application, certification and/or approval by the Massachusetts Aeronautics Commission, the Federal Aviation Administration, Civil Aeronautics Board, or other appropriate agency prior to the granting of a special permit for a limited heliport.

k) The Board of Appeals shall specify the hours of operation of limited heliports and the frequency of use.

l) A special permit granted under this section shall be subject to review by the board of Appeals on an annual basis. The Board shall consult with the Building Inspector to deterine if all conditions of the origianl special permit for the heliport have been met and if any complaints have been filed concerning the operation of the heliport with the Building Inspector or the Board. The Building Inspector shall respond to any complaints consistent with Chapter 40A.";

or take any other action relative thereto.

INSERTED BY: Planning Board

ARTICLE 35: PROHIBITION OF HELIPORT AND OTHER LANDING AREAS

To see if the town will vote to amend the Zoning By-Law as follows:

1) By deleting in Section 3.2. Schedule of Use Regulations the notation "SP" under the columns titled "B", "IND", and "INDP," for the entry which reads "airport, heliport, landing strip or area for any type of aircraft" and substituting the notation "N" in their place.

2) By adding the following sentence at the end of Section 3.1.2. Prohibited Uses,

"Use of any premises in any district for landing or taking off of aircraft, including helicopters, is prohibited except for purposes of emergency."

or take any othr action relative thereto.

INSERTED BY: John F. Connell, et. al.

ARTICLE 36: PARKING REGULATIONS

To see if the Town will vote to amend the zoning By-law as follows:

1) Amend Sub-section 5.1.1.2. by deleting the section in the entirety and substituting in its place the following:

"If a building is altered to increase the gross floor area by more than 100 square feet, off-street parking shall be provided for the total gross building floor area. New or rebuilt buildings after destruction by fire will conform with the off-street parking requirements in Section 5.1.2."

2) Delete Section 5.1.2. Required Parking, in its entirety and replace it with the following:

"5.1.2. REQUIRED PARKING

USE	NUMBER OF OFF-STREET PARKING SPACES
1) Theatre, gymnasium, auditorium or similar place of public assembly indoor or outdoor with seating facilities.	1 space per 3 seats of of total seating capacity.
2) Medical, dental and related health service office or clinics.	1 space per 250 square feet of gross floor area.
3) Hospital.	1 space for each two beds plus 1 space for each 2 employees on the largest shift, plus 1 space for each 3 seats in a place of public assembly (if available).
4) Nursing home or a residential care institution or facility.	2/5 total number of beds.
5) Boarding house, dormitory, fraternity.	1 space per rental sleeping unit. Any be room or group of two beds in a single roo constitutes a sleeping unit.
6) Retail stores or services.	1 space per 250 square fe of grooss floor area.
7) Offices and banks, customer or client service office and establishment.	1 space per 250 squa feet of gross floor area.
8) Hotel or motel.	1 space for each sleepir unit, plus 1 space for ea 250 square feet of publ meeting area.
9) Restaurant.	1 space per 3 seats plus spaces per take-out servic station.
10) Laundry or laundromat.	1 space per 250 square fe of gross floor area.
11) Bowling alley, tennis or racquet ball court.	3 spaces per alley court.
12) Colleges, vocational and high schools.	2/5 of design or expecte enrollment.
13) Research facilities, and laboratories.	1 space per 250 squar feet of gross floor area.
14) Warehouses and outdoor storage yards.	1 space per 250 squar feet of gross floor area.
15) Mixed uses.	Sum of various uses com puted separately.
16) Manufacturing or industrial establishment	1 space per 250 squar feet of gross floor area.
17) Any use permitted by this Zoning By-Law not interpreted to be covered by this schedule.	Closest similar use a shall be determined b the Building Inspector.

In the event that the Building Inspector is unable t determine if a particular use relates to any use withi the table of "Required Parking" (Section 5.1.2), th Planning Board shall recommend to the Buildin Inspector an approprite number of spaces to be provide based on the maximum anticipated parking needs o potential occupants, users, guests, or employees of th property.

In the event any use in the Business and Industrial an Industrial Park Districts requires a special permit or i permitted by a variance, the Board of Appeals shal specify the number of off-street parking space required, which shall be consistent with the table o "Required Parking" (Section 5.1.2) where applicable."

r take any other action relative thereto.

NSERTED BY: William Connaughton, et al.

RTICLE 37: CENTRAL AVENUE ZONING MAP AMENDMENT

To see if the Town will vote to amend the Needham oning Map by changing the zoning district designation from ingle Residence B, to Apartment District A-2 under Section ,3 of the Zoning By-laws of the Town of Needham ermitting 8 units per acre, the following described property:

"A certain parcel of land in Needham, Norfolk County, Massachusetts, bounded and described as follows:

Beginning on the Easterly sideline of Central Avenue at a bound on the Northeasterly end of a curve of radius 524.18 feet;

Thence by Central Avenue N 23° 50'28" E a distance of 201.86 feet,
Thence S 56° 16'01" E a distance of 586.75 feet,
Thence N 39° 21'31" E a distance of 70.28 feet,
Thence N 48° 43'33" E a distance of 194.32 feet,
Thence S 28° 23'04" E a distance of 643.72 feet,
Thence S 62° 52'30" W a distance of 340.66 feet,
Thence S 63° 24'00" W a distance of 66.42 feet,
Thence N 82° 52'07" W a distance of 219.13 feet,
Thence N 81° 26'03" W a distance of 171.14 feet,
Thence S 24° 00'53" E a distance of 79.00 feet,
Thence S 85° 18'48" W a distance of 302.75 feet, to the Easterly sideline of Central Avenue,
Thence by Central Avenue N 10° 33'32" W a distance of 454.03 feet,
Thence by a curve of radius 524.18 feet, a distance of 314.71 feet to the point of beginning.

Contains some 669659 square feet (15.373 acres).";

r take any other action relative thereto.

NSERTED BY: Edward B. Panella, et al

RTICLE 38: APPROPRIATION FOR REFURBISHING OF PARK LIGHTING SYSTEM

To see if the Town will appropriate the sum of $32,500.00 o refurbish the existing lighting system at Claxton Field ocated on Central Avenue; said sum to be expended by the arks and Recreation Commission; said sum to be supervised y the Parks and Recreation and the Park Division of the Department of Public Works; or take any other action elative thereto.

NSERTED BY: The Parks and Recreation Commission
INANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

RTICLE 39: PROHIBITION OF PERMANENT FREE STANDING SIGNS

To see if the Town will vote to amend Section 5.3.2 ermanent Freestanding Signs of Article XIX of the Town's General By-laws, the Needham Sign By-laws, as follows:

elete the wording of Section 5.3.2 which reads:

5.3.2 Permanent Freestanding Signs: Signs (other than temporary signs) wholly separated from the ground, not attached to a building, are permitted as follows:

(a) Number: one for each street the premises abut.
(b) Area: not more than sixty square feet each if oriented for visibility from Route 128 (I-95) and not more than thirty square feet in other cases, except that the Sign Committee may, after a public hearing, authorize a freestanding sign having up to twice the sign area otherwise allowed.
(c) Visibility: Every freestanding sign placed within thirty feet of the curb line of intersecting streets and driveways shall have an open space of at least eight feet from the ground to the base of the sign.

and replace it with the following:

5.3.2 "Permanent Free Standing Signs are not allowed";

or take any other action relative thereto.

INSERTED BY: Sign By-law Committee

ARTICLE 40: PURCHASE OR LEASE OF NEW EQUIPMENT

To see if the Town will vote to raise and appropriate a sum of money for the purchase or lease of new equipment for various departments; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 41: CONTINUE SOLID WASTE DISPOSAL STUDY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 41 of the 1984 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the Capital Budget Sub-Committee and to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal Study Committee
FINANCE COMMITTEE RECOMMENDS THAT:
This Article be adopted.

ARTICLE 42: APPROPRIATION FOR PURCHASE OF LAND FOR CONSERVATION PURPOSES I

To see if the Town will vote to appropriate a sum of money and authorize the Board of Selectmen to purchase the six-acre parcel of land shown on Assessors Plan No. 306, Parcel 14, for conservation purposes; or take any other action relative thereto.

INSERTED BY: Conservation Commission
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 43: APPROPRIATION FOR PURCHASE OF LAND FOR CONSERVATION PURPOSES II

To see if the Town will vote to appropriate a sum of money and authorize the Board of Selectmen to purchase the 29.37 acre parcel of land shown on Assessors Plan No. 218, Parcels 9, 10, 13, 14 and 15, for conservation purposes; or take any other action relative thereto.

INSERTED BY: Conservation Commission
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 44: HUMAN SERVICES COMMITTEE CONTINUATION

To see if the Town will vote to continue the Human Services Committee initially established by vote of the Town under Article 5 of the May 18, 1983 Special Town Meeting; and last continued by vote under Article 39 of the 1984 Annual Town Meeting; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Human Services Committee
FINANCE COMMITTEE RECOMMENDS THAT:
This article be adopted.

ARTICLE 45: CONTINUE FUTURE SCHOOL NEEDS COMMITTEE

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 42 of the 1984 Annual Town Meeting; direct and authorize said Committee to continue its work--studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town meeting or sooner; or take any other action relative thereto.

INSERTED BY: Future School Needs Committee
FINANCE COMMITTEE RECOMMENDS THAT:
This article be adopted.

ARTICLE 46: TRACK STUDY COMMITTEE CONTINUATION

To see if the Town will vote to continue to the next Annual Town Meeting the Track Study Committee established under Article 33 of the 1982 Annual Town Meeting, and last continued under Article 31 of the 1984 Annual Town Meeting; said Committee to report its doings and recommendations to the next Annual Town Meeting or sooner; or take any o action relative thereto.

INSERTED BY: Track Study Committee
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 47: CONTINUE COMMUNICATIONS CEN STUDY COMMITTEE

To see if the Town will vote to continue Communications Center Study Committee initially establis by vote of the Town under Article 56 of the 1983 Annual T Meeting, and last continued by vote under Article 40 of 1984 Annual Town Meeting; said Committee to report to next Annual Town Meeting or sooner; or take any other ac relative thereto.

INSERTED BY: Communications Center Study Committee
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 48: TRANSFER OF FREE CASH

To see if the Town will vote to transfer a sum from the F Cash Certified Account to meet, in part, appropriations m at this Town Meeting, and to authorize the Town Assessors use such sum as available funds to meet appropriations in t computation of the tax rate for the fiscal year 1986; or t any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 49: ESTABLISH STABILIZATION FUND

To see if the Town will vote to establish a Stabilizat Fund as authorized by Massachusetts General Laws, Chapter Section 5B; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 50: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, trans from available funds, by borrowing or otherwise, such sums may be necessary for all or any of the purposes mentioned the foregoing articles, especially to act upon all appro

ations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 26th day of February, 1985.

Marcia M. Carleton
H. Phillip Garrity, Jr.
Francis A. Facchetti
Norman P. Jacques
Sally B. Davis

SELECTMEN OF NEEDHAM

a true copy

Attest:

Constable
Frank J. Reinhardt, Jr.

REPORT OF THE PLANNING BOARD

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following report concerning the proposals contained in the 1985 Town Warrant.

Article 25 - Site Plan Review

Under present zoning requirements most major construction projects occur without benefit of public review or hearing and analysis of its impacts. Under Site Plan Review significant development projects would be required to prepare and submit detailed information and analysis of their impacts, such as traffic, drainage, effect on public services and utilities. In the case of major projects, Site Plan Review would require the issuance of a special permit prior to application being made for a building permit.

Article 26 - Flexible Development

This article sets a 20 (twenty) foot setback requirement for the perimeter of tracts of land which are being developed under the provisions of flexible development.

Article 27 - Planned Residential Development

Planned Residential Development is a means of preserving open space and sensitive environmental features while promoting creative and innovative site design at present density levels. Planned Residential Development, which requires the issuance of a special permit from the Planning Board, provides an economically, aesthetically and environmentally attractive alternative to conventional development. In exchange for greater flexibility in dimensional requirements and siting (but not density), the Town realizes preservation of open space and greater control through the special permit process.

Article 28 - Residential Compound

Residential Compound is a means of preserving larger tracts of land by permitting, through a special permit from the Planning Board, the construction of up to 5 single family houses on a single lot, without subdividing the property. Each house would require twice the minimum lot area for the zoning district in which it is located. No approved Residential Compound would be permitted to be further divided.

Article 29 - Lot Coverage/Enclosed Parking

This article places a ceiling of 2-1/2 percent on the lot coverage bonus granted in exchange for enclosed or underground parking. This article further specifies that the lot coverage of buildings for business uses, irrespective of the zoning district in which it is located, will be governed by the more stringent business district requirements.

Article 30 - Parking or Storage of Commercial Vehicles in Residential Districts

The overnight, outside storage or parking of more than one commercial vehicle per dwelling unit would be prohibited under this article. Furthermore vehicles with three or more axles or exceeding 10,000 pounds gross weight shall not be permitted to be parked or stored in residential districts.

Article 31 - Two Family Conversion Prohibition
Article 32 - Two Family Conversion Regulations

The conversion of a single family house to a two family house is presently permitted by special permit in the Single Residence A and B, Institutional, and Business Districts. These articles offer Town Meeting two policy options for future conversions. Article 32 would prohibit the conversion to two family houses in the aforementioned zoning districts. Article 33 would continue to permit conversions in those districts by special permit but would establish specific guidelines to govern the issuance of a special permit by the Board of Appeals.

Article 33 - Conversion of a Municipal School Building

Under this article municipal school buildings may be converted to office, craft, professional, and laboratory uses in any zoning district by a special permit from the Board of Appeals. This article further specifies parking and design requirements for such conversions.

Article 34 - Heliport Regulations

This article sets forth specific guidelines to govern the issuance of special permits for limited heliports by the Board of Appeals in the Industrial and Industrial Park Districts.

Article 35 - Heliport Prohibition

This article is proposed by the private petition of John F. Connell et al to prohibit airports, heliports, and landing strips or areas for any type of aircraft from all zoning districts.

Article 36 - Parking Regulations

This article is proposed by the Private petition of William Connaughton et al to amend the Off-street Parking Regulations by increasing the parking requirements for most uses and additions to existing structures.

Article 37 - Central Avenue Zoning Map Amendment

This article is proposed by the private petition of Edward B. Panella et al to rezone a certain parcel of property from Single Residence B, which requires 10,000 feet minimum lot size, to Apartment A-2, which permits 8 dwelling units per acre.

NEEDHAM PLANNING BOARD
Susan M. Glazer, Chairman
John H. Cogswell, Vice Chairman
Norman A. Homsy
Richard C. Skarinka
Stanley R. Tippett

* * * * *

REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department proposed for Fiscal Year 1986 exceeds 3.3 million dollars with 1.9 million earmarked for salaries and 1.4 million for expenses. As in prior years a considerable amount of money

found in the Public Works Budget is actually expended for the benefit of other Town Agencies. In an effort to assist Town Meeting Members to understand a most complex budget that comprises 70 pages of statistical data the following information is provided. Of the $190,907. requested for the Engineering Division, $21,125. is for service to the Assessors Department, $16,575. for the Planning Board and $15,725. for other Town Agencies. Of the $429,444. requested in the Park Division, $152,810. is to service the needs of the Park and Recreation Commission, $20,890. for the Conservation Commission at Ridge Hill and $63,020. for Memorial Park.

Many non-public works functions are performed by the Department that do not have a specific dollar value assigned in the budget. Examples of these would include supplying diesel fuel to the Fire Department; decorating the Christmas Blue Trees; setting up the voting precints for all local, state and federal elections; moving any Town department whose office may be relocated; moving and storing of Civil Defense emergency supplies; assisting in renovation of Town buildings; providing free maintenance of water services to all Town buildings; and providing sanitary sewer and storm drain maintenance to all buildings including schools.

In short the Public Works Department, by virtue of its makeup and capability, is called upon by all public, semi-public and civic organizations to render assistance in those areas that require men and equipment to accomplish a task that otherwise would have to be performed by private enterprise at considerable expense.

Perhaps another statistic that would prove helpful to Town Meeting Members is the amount of revenue brought into the Town each year through the direct and indirect efforts of the Department. As a result of increased user charges, previously established by the Selectmen, a total of $1,428,046. was received from various sources in fiscal 1984. It is reasonable to assume that at least 1.3 million dollars will be received in Fiscal Years 1985 and 1986.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting.

RE: Article 12: Authorization to Expend State and County Funds

Contunuing changes in what was formerly known as the Chapter 90 Program require an affirmative vote on this Article to insure the receipt of funds from the County and the Commonwealth. The Article merely authorizes the Board of Selectmen to accept the funds and contract with the State and/or County for maintenance projects on eligible Town roads. Any funds received will be dedicated to resurfacing existing pavements on Public Ways.

RE: Article 13: Sanitary Landfill Closing

State Regulations provide that each completed portion of a sanitary landfill shall receive a final earth cover to a depth of two feet. This final cover must be uniformly compacted and seeded with appropriate grasses to promote stabilization of the surface during the year following completion of that portion. The funds requested would be used to contract for the purchase and placement of the cover material in the manner prescribed by the regulations. The amount has been doubled from last years appropriation following consultations with DEQE officials. This type of appropriation will be requested each year until landfill is permanently closed.

RE: Article 14: West Street Sewer Pump Station

Investigations conducted during the site plan review of the Hillside Avenue apartment project revealed some inadequate pipe sizes entering the pump station which restrict the flow of sewage during peak periods. The funds requested provide for the replacement of these lines with larger diameter pipes.

RE: Article 15: Reservoir Street Sewer Pump Station

This station contains three pumps that handle sewage flows in the northern section of town. The lead pump is a 60 horsepower, 6" diameter pump that was installed in 1966 and is in good condition. The other two pumps are 4" diameter, 25 and 30 horsepower and are 20 and 27 years old. The funds requested provide for the replacement of the two smaller units with pumps in the 40 horsepower range together with the appurtenant electric motors, pump shafts, impellers and swtichgear.

RE: Article 16: Pump Stations Phase Loss Protection

Occasional unreliable and inconsistent supply of power from Boston Edison Company has caused the loss of one or two phases of a three phase service to two sewer pump stations in the last 2 years. This phase loss results in damage to electric motors and pumps and subsequent failure of the station causing high repair costs and emergency overtime salary payments. The funds requested provide for the installation of protective devices at eight sewer pump stations that will prevent damage to equipment should power variations occur in the future.

RE: Article 17: Storm Drainage Improvements

The funds requested will provide extensions to the present system and the replacement of under sized drain pipes with larger diameter lines to relieve flooding conditions. Areas scheduled for attention in fiscal 1986 include Peacedale Road, Grosvenor Road, Wellesley Avenue and Great Plain Avenue near Green Street. The work will be performed by Sewer Division personnel and the cost for this personal service is provided for in the operating budget.

RE: Article 18: Water Main Rehabilitation

This sum is to be raised to continue the program of replacing old water mains that are sized improperly and are too small to clean and reline. The plan is to replace about 12,000 feet of six inch pipe on portions of Central Avenue, Great Plain Avenue, High Rock Street, Fisher Street and Fairview Road. The Town is eligible for up to fifty percent reimbursement from the State under the provisions of Chapter 805 of the Acts of 1979.

RE: Article 19: Revise Sewer Assessment Rate

This Article proposes to increase the rate charged to abutters for the construction of sewer mains last determined under Article 21 of the 1979 Annual Town Meeting. The basis of the charge was established in 1925 under the provisions of General Laws, Chapter 83 and a vote of Town Meeting that the Town shall pay one third of the cost of its sewer system and the remaining two thirds shall be paid by the abutting land owners. Current sewer construction costs are in the order of $30. per linear foot under average conditions which

would result in a charge of $10. per foot to each abutting property. This charge reduced to a fixed uniform rate produces $4.00 per linear foot of lot frontage and $0.06 per square foot of assessible area within 100 feet of the street. This new rate would reflect a 22 percent increase over the present rate of $3.20 per front foot and $0.05 per square foot and would apply to all sewer petitions filed on and after the effective date of the vote.

* * * * *

HUMAN SERVICES COMMITTEE REPORT

This committee was established by the 1983 Annual Town Meeting and instructed to study the "administrative structure, program, cost and space being used by all governmental units involved in full or in part in the delivery of recreational, educational and health services to the citizens of Needham"; and to recommend a "method of consolidating all or some of the foregoing services into the most cost effective and efficient administrative structure through which these programs can be delivered". The 1984 Town Meeting continued the committee for another year and you will note that the 1985 Town Warrant contains an article asking that the committee be continued for one more year.

Proposition 2-1/2 has drastically affected the operations of all municipal agencies and most especially those which are involved with the delivery of Human Services. Nonetheless, after interviewing representatives of all the departments under the broad scope of our charge we are convinced that the Human Service personnel of the Town of Needham have met the challenge of Proposition 2-1/2 and are functioning effectively and efficiently. These personnel are aided tremendously by an invaluable pool of talented and dedicated volunteers. One of the criteria which our committee kept uppermost in mind when discussing recommendations to the Town Meeting members was not to discourage that spirit of volunteerism in the Town.

During the course of our deliberations, the committee has been most concerned with making recommendations that will have a long term effect on Human Service delivery in the Town, and is most interested in changes that will be effective in terms of follow-through to completion. We recognize that New England municipal government is complex and, thankfully, steeped in tradition and that changes in the structure of government must follow a sometimes rigorous and time consuming procedure.

We discussed at length the possibility of relocating and consolidating many of the administrative and clerical duties of Human Service agencies at the Newman School. In concept, we believe the idea to be valid but are acutely aware of the emotional trauma which seems to be attached to relocation of offices away from the center of activity in Town Hall and need more time to study the matter in depth to see if possible relocation is indeed feasible. One problem that is perhaps uppermost in our minds is that it would be most difficult to free up the Newman School space if in the future the Town decided that the school was once again needed for educational activities.

We discussed with all of the departments' and agencies' representatives whom we interviewed the possible creation of an overall Human Services Administrator; a "czar" if yo will, who would handle budgets, grant application coordinate clerical and janitorial help to act as an interfac between the various departments and the citizens at larg This idea was unanimously rejected by the committee afte extensive discussion as being too burdensome and doing litt more than adding another layer of bureaucracy to our Tow structure.

We have, however, reached a concensus on a number c recommendations as follows:

NEEDHAM PUBLIC LIBRARY

We commend the Needham Public Library trustees fo their sensitivities to the needs of the handicapped and th "senior citizens" in the Town and especially for its progra of establishing many libraries on a decentralized basis. W support the continuation and expansion of this program.

We did not talk to representatives of the Schoo Department in our deliberations, and therefore are somewha naive about the school media center's operations. It appear to us, however, that some aspects of those operations ar consistent with the operation of the many decentralize libraries and that such functions as purchasing of books cataloguing and borrowing resource materials from othe municipalities might well be coordinated by the Library. O the other hand, it might be appropriate for the Schoo Administration to take over the function of bulk purchasin of such supplies as paper, pencils, general office supplies janitorial supplies, etc. The Schools could also be responsibl for providing janitorial services for the Library wit appropriate administrative safeguards and cross-entries i the Town budget for all of the transferred services. Such a commingling of responsibilities and budgetary items ma raise bureaucratic eyebrows, but it is suggested that the feasibility of these types of arrangements should be studie by the administrators involved as a means of approachin departmental purchasing and service problems in a innovative manner.

MINI BUS AND OTHER TRANSPORTATION

The Mini Bus appears to be operated efficiently, under the supervision of a single dedicated individual working on a part time basis without any formal office. There is no forma provision for replacement for vacation or in the event o illness, etc.

With the return of train service, we anticipate that the existing standing transportation committee will be dissolved. The committee sees a need for certain other transportatio services and feels that if these various needs were met from a TRANSPORTATION DEPARTMENT, the Town coul employ a Transportation Officer as a full-time employee, with a specific location in the Town Hall and formal arrangements for effective coverage during vacations illness, etc. The Town suffers from lack of reliable taxi service and no one below the level of the Selectmen themselves has a responsibility for this function.

We foresee a permanent need for someone to be responsible for anticipating the inevitable operating problems and looking out for the welfare of our citizens. It does not

ow appear that anyone is charged with responsibility of naintaining a broad overall concern for the adequacy and consistency of parking facilities throughout the Town and naking recommendations to the Selectmen. This applies to parking lots, curbside parking, and the location and enforcement of meters.

In the next year we will consider the possibility of a Transportation Department to include the existing Mini Bus peration, overview of taxis, Train Service, Town Parking and he collection of parking fines.

BOARD OF HEALTH

The committee spent many hours discussing the Board of Health and the feasibility of having the Glover Memorial Trustees assume some of its responsibilities. The issues are nany and complex. The Board of Health is an agency primarily concerned with preventive medicine and statistical nformation, while Glover is more concerned with acute care. However, it appears that many of the responsibilities of the Board of Health correspond quite clearly with ongoing responsibilities exercised by various departments within the hospital.

While the Committee did meet with administrators from he Board of Health and Glover Hospital, it did not have the ime or opportunity to meet with either of the Boards as a whole to garner their input into any merger of operations.

The Human Services Committee feels that it needs additional time to study the practical and legal implications of any merger of operations between the two boards.

GLOVER MEMORIAL HOSPITAL

It is well known that the hospital has a severe parking shortage and we support efforts to alleviate this problem. It is also apparent that there will be a growing need in the future for additional space to support existing hospital operations. Any contemplated physical relocation of the Board of Health to Glover would require resolution of these problems.

MEMORIAL PARK TRUSTEES

A great deal of consideration was given to the feasibility of changing the structure and responsibility of the Memorial Park Trustees. However, after looking into the legislative procedures which would be involved in order to effectuate any change, and after much discussion, the Committee voted unanimously not to pursue the matter further.

CONSERVATION COMMISSION

The Committee did not meet as a whole with the Conservation Commission, but we did have phone conferences on an individual basis with members of that Commission, and have come away with the impression that they may be one of the most overworked commissions in town. We believe that serious consideration should be given to the hiring of a part-time executive secretary in the future. It may well be that we could look into the possibility of hiring a conservation administrator to share with a surrounding town or towns in an effort to conserve on salary and fringe benefits. Clerical help may be another consideration that needs to be addressed.

CIVIL DEFENSE

It appears that the Civil Defense Department runs extremely well due mostly to the efforts of the present Civil Defense Officer. However, the Committee came away with the feeling that some vehicle must be set in place to insure that there are provisions for continuity of the operations.

In addition, the town must take some steps to map out an emergency disaster plan which would coordinate the relationships between the Police Department, Fire Department, Department of Public Works, Hospital, Board of Health and Red Cross to determine who will be in charge at the scene of future disasters.

PARK AND RECREATION COMMISSION

As in the case with the Youth Commission, this Committee feels that the Park and Recreation Commission does an excellent job. The Commission was particularly heavily hit by the budget reductions of Proposition 2-1/2 and yet remains extremely sensitive to the population shift in the town and the consequent need for programs for all ages. It is a fine example of the effective coordination of all town departments and volunteer time, but the addition of space and staff may need to be addressed.

YOUTH COMMISSION

The Committee came away with a feeling that the Youth Commission which has been under rather constant scrutiny in the past, has made great strides and is particularly well suited for servicing the young people who seek its aid. With the great and justifiable public concern over society's pressures on young people to experiment with drugs, sex and crime, the Committee felt that it did not want to do anything to weaken the effectiveness of what appears to be a rather well-run commission. We feel it particularly significant that young people using these services feel that their confidentiality will be maintained.

VETERANS' SERVICES

This operation is very similar to the Mini Bus operation in that it is dependent upon the dedicated service of one person who works without official replacement for illness, vacations, etc. Again, it seems appropriate that some vehicle be placed in motion for insuring continuity of the operation in the absence of the present incumbent.

HISTORICAL SOCIETY

We did not interview the Historical Society directly, but it is our opinion that they are functioning effectively, and providing an important service to the town.

COUNCIL ON AGING

We feel that the Council on Aging has been doing an excellent job and should be especially commended for their development of programs to satisfy a growing need in our town in spite of Proposition 2-1/2.

CONCLUSION

We have some general comments which apply to all town departments and are not necessarily confined to the Department of Human Services. It seems to make some sense to look into the possibility of pooling some services such as clerical and custodial and to implement a central purchasing of supplies. These actions would not, of course, require town meeting approval but can be done on an administrative level.

There is much more work to be done in the area of human services. It is the unanimous opinion of this committee that it should be continued for another year to finalize its wor and develop long range recommendations. We will propose a Article for the Town Warrant to accomplish this.

Respectfully submitted
Human Services Committee,

James A. Brett, Chairman
William Duncan
Robert E. Hawes
Helen M. Krawiecki
Margaret O. Lindsay
J. Darrison Sillesky
Rachel E. Spector
Janie H. Webster
Asha Wallace

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

7:30 P.M.

WEDNESDAY, MAY 15, 1985

NEWMAN MIDDLE SCHOOL

CENTRAL AVENUE NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet at the Newman Middle School in said Town on

WEDNESDAY, THE FIFTEENTH DAY OF MAY, 1985

at seven-thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1. Overnight Storage of Trains

To see if the Town will vote to deny the overnight storage of trains and construction of a train yard within the Town of Needham; or take any other action relative thereto.

Inserted by: Citizen Petition

ARTICLE 2. Demolition of Norris Farm Storage Building.

To see if the Town will appropriate a sum of money to dismantle and remove the Norris Farm Storage Building at the DeFazio Field complex; such sum to be expended by the Board of Selectmen; said work to be supervised by the Department of Public Works; or take any other action relative thereto.

Inserted by: Board of Selectmen

ARTICLE 3. Memorial Park Maintenance Building Improvements.

To see if the Town will appropriate a sum of money to be added to monies ($30,000.) voted under Article 33 of the Annual Town Meeting of 1984 for the construction and repair of the Roof on the Memorial Park Building; such funds to be expended under the direction of the Memorial Park Trustees, with Needham Public Works Department acting as Clerk of the Works; or take any other action relative thereto.

Inserted by: Memorial Park Trustees

ARTICLE 4. Town Hall Balconies Repair.

To see if the Town will vote to appropriate a sum of money to repair and replace sections of the balconies over the Highland Avenue and Chapel Street doors at Town Hall; or take any other action relative thereto.

Inserted by: Board of Selectmen

ARTICLE 5. Adjustments to Fiscal Year 1985 Line Item Budgets.

To see if the Town will vote to appropriate a sum of money for the purpose of supplementing some of the line item amounts appropriated under budget Article 12 of the 1984 Annual Town Meeting which are found to be insufficient to meet the normal costs incurred for the respective services identified with said line items; determine how said sum is to be raised, whether from the free cash account, by transfer of the anticipated unused sums from budget items appropriated under said Article 12, or by any other means and how expended; or take any other action relative thereto.

Inserted by: Board of Selectmen

ARTICLE 6. Prior Years' Bills.

To see if the Town will vote to appropriate the sum of $33,400. for the payment of charges incurred prior to Fiscal Year 1985 by the following departments:

Department	Line Item	Description	Amount
Glover Memorial Hospital	132	Various Vendors	$20,895.
School Committee	59	Legal Services	10,771.
	67	Tuitions	1,744.
			$33,410.;

said sum to be raised from the free cash certified account; or take any other action relative thereto.

Inserted by: Board of Selectmen

ARTICLE 7. Police Outside Detail Revolving Fund.

To see if the Town shall appropriate a sum of money as authorized by G. L., Chapter 44, Section 53C, to be placed in a special fund known as the Police Outside Detail Revolving Fund to be used for the operation and maintenance of the fund consistent with the purposes set forth in G. L., Chapter 44, Section 53C; or take any other action relative thereto.

Inserted by: Board of Selectmen

ARTICLE 8. Participation of the Needham Retirement System in the Pension Reserves Investment Trust Fund (PRIT).

To see if the Town wishes to approve or disapprove of the decision of the Needham Retirement Board to participate in the Pension Reserves Investment Trust Fund (PRIT); or take any other action relative thereto.

Inserted by: Contributory Retirement Board

ARTICLE 9. To see if the Town will vote to accept the provisions of Chapter 477 of the Acts of 1984, which allow the Town to purchase surplus equipment, supplies, and materials from another governmental unit; or take any other action relative thereto.

Summary: of Chapter 477 of the Acts of 1984

If these provisions are accepted, the Town may purchase or enter into contracts to purchase equipment, supplies and materials from any agency of the federal government, the commonwealth or any of its political subdivisions, without advertising as required by Chapter 40, Sec. 4G.

Inserted by: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 23rd day of April, 1985.

H. Phillip Garrity, Jr.
Sally B. Davis
Norman P. Jacques
Marcia M. Carleton
David F. Eldridge, Jr.
Selectmen of Needham

A true copy
Attest:

Constable FRANK J. REINHARDT, JR.

Town Clerk's Office
Needham, Mass. 02192

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY

September 18, 1984

STATE ELECTION

November 6, 1984

ANNUAL TOWN ELECTION

April 8, 1985

ELECTION

(To Fill A Vacancy in Precinct B
for Town Meeting Member)

April 23, 1985

ANNUAL TOWN MEETING

May 6, 1985

SPECIAL TOWN MEETING

May 15, 1985

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RECORD OF STATE PRIMARY

September 18, 1984

Pursuant to a Warrant issued by the Selectmen August 21, 1984, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the eighteenth day of September in the year 1984 at 7:00 a.m. for the purpose of nominating State and County officers. The polls remained open until 8:00 p.m.

The polling places had been designated as follows:

Precinct A - Hillside School
Precinct B - Hillside School
Precinct C - Newman Middle School
Precinct D - High Rock School
Precinct E - Pollard Middle School
Precinct F - Stephen Palmer Community Room
Precinct G - Broadmeadow School
Precinct H - Broadmeadow School
Precinct I - William Mitchell School - Kindergarten
Precinct J - William Mitchell School - Gymnasium

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
8:00 A.M.	29	51	77	69	59
9:00 A.M.	59	101	159	126	114
10:00 A.M.	91	131	227	169	181
11:00 A.M.	119	158	292	207	233
12:00 NOON	133	197	326	261	277
1:00 P.M.	151	232	375	298	320
2:00 P.M.	174	272	402	349	366
3:00 P.M.	205	297	455	399	405
4:00 P.M.	240	343	513	444	448
5:00 P.M.	278	419	591	501	532
6:00 P.M.	348	525	700	602	648
7:00 P.M.	432	630	822	704	790
8:00 P.M.	504	711	963	783	928

PRECINCTS	F	G	H	I	J
8:00 A.M.	40	42	66	23	32
9:00 A.M.	83	80	123	52	75
10:00 A.M.	108	110	183	91	113
11:00 A.M.	145	128	233	130	149
12:00 NOON	193	162	281	162	177
1:00 P.M.	220	188	332	195	205
2:00 P.M.	248	216	366	219	230
3:00 P.M.	280	247	411	238	270
4:00 P.M.	311	288	463	268	329
5:00 P.M.	380	333	554	332	379
6:00 P.M.	451	402	659	408	500
7:00 P.M.	525	491	790	472	584
8:00 P.M.	587	578	874	553	653

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 11:09 p.m., September 18, 1984.

The total number of votes cast was as follows:

	Republican	Democrat	Total
Precinct A	208	296	504
Precinct B	353	358	711
Precinct C	534	429	963
Precinct D	410	373	783
Precinct E	516	412	928
Precinct F	262	325	587
Precinct G	297	281	578
Precinct H	417	457	874
Precinct I	282	271	553
Precinct J	339	314	653

TOTAL VOTE -- 7,112

(39.95% of Registered Voters)

The result of the balloting was as follows:

REPUBLICAN PARTY

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	208	353	534	410	516	262	297	417	282	339	3,618
SENATOR IN CONGRESS											
Elliot L. Richardson	79	123	214	171	194	121	113	142	103	127	1,387
Raymond Shamie	128	216	307	233	316	135	179	256	176	207	2,153
Blanks	1	14	13	6	6	6	5	19	3	5	78
REPRESENTATIVE IN CONGRESS											
No Nomination											
Scattered Write-Ins	-	-	3	2	-	-	-	2	3	-	10
Blanks	208	353	531	408	516	262	297	415	279	339	3,608
COUNCILLOR											
No Nomination											
Scattered Write-Ins	1	-	-	-	-	-	1	-	-	-	2
Blanks	207	353	534	410	516	262	296	417	282	339	3,616
SENATOR IN GENERAL COURT											
David H. Locke	170	288	435	352	443	222	234	344	238	286	3,012
Blanks	38	65	99	58	73	40	63	73	44	53	606
REPRESENTATIVE IN GENERAL COURT											
Ellen M. Canavan	178	288	440	326	428	216	247	334	230	284	2,971
Scattered Write-Ins	-	-	2	1	1	-	-	1	2	-	7
Blanks	30	65	92	83	87	46	50	82	50	55	640
REGISTER OF PROBATE											
No Nomination											
Scattered Write-Ins	-	-	-	-	-	1	-	-	1	-	2
Blanks	208	353	534	410	516	261	297	417	281	339	3,616
COUNTY COMMISSIONER											
Auburn J. Perry, Jr.	150	229	362	286	355	181	199	276	198	235	2,471
No Nomination	-	-	-	-	-	-	-	-	-	-	--
Blanks	266	447	706	534	677	343	395	558	366	443	4,765
COUNTY TREASURER											
No Nomination											
Scattered Write-Ins	-	2	5	5	2	1	3	10	1	-	29
Blanks	208	351	529	405	514	261	294	407	281	339	3,589

DEMOCRATIC PARTY

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	296	358	429	373	412	325	281	457	271	314	3,516
SENATOR IN CONGRESS											
David M. Bartley	14	22	29	35	42	30	11	29	26	19	257
Michael Joseph Connolly	37	53	55	57	46	71	38	81	34	37	509
John F. Kerry	128	147	172	135	127	102	105	181	104	121	1,322
James M. Shannon	102	122	147	132	183	111	121	149	100	126	1,293
Scattered Write-Ins	1	1	1	-	-	1	-	-	-	-	4
Blanks	14	13	25	14	14	10	6	17	7	11	131
REPRESENTATIVE IN CONGRESS											
John Joseph Moakley	235	287	338	289	343	269	226	366	218	258	2,829
Constance L. Brown	40	43	59	43	44	30	35	59	30	31	414
Blanks	21	28	32	41	25	26	20	32	23	25	273
COUNCILLOR											
Richard A. Campana	16	15	7	9	4	16	8	8	3	10	96
Stephen Casey	3	14	18	16	12	11	5	12	1	7	99
Thomas F. Cavanaugh	12	8	10	16	8	5	9	10	5	10	93
John J. Farrell, Jr.	139	156	214	175	216	192	157	274	161	161	1,845
John B. Galvin	7	8	12	8	7	6	6	17	1	5	77
Christopher A. Iannella, Jr.	43	32	50	28	49	20	17	35	30	32	336
Ann Geary Roche	28	38	38	36	36	23	25	33	20	23	300
Daniel F. Ryan	3	10	8	12	12	4	8	14	8	5	84
Blanks	45	77	72	73	68	48	46	54	42	61	586
SENATOR IN GENERAL COURT											
Richard A. Leco	172	185	236	203	236	194	149	269	140	183	1,967
Blanks	124	173	193	170	176	131	132	188	131	131	1,549
REPRESENTATIVE IN GENERAL COURT											
No Nomination											
Scattered Write-Ins	3	1	1	1	-	1	1	1	1	-	10
Blanks	293	357	428	372	412	324	280	456	270	314	3,506
REGISTER OF PROBATE											
Thomas P. Hughes	179	194	219	207	246	204	154	280	138	185	2,006
Blanks	117	164	210	166	166	121	127	177	133	129	1,510
COUNTY COMMISSIONER											
James J. Collins	108	115	138	132	136	128	86	155	99	124	1,221
George B. McDonald	81	70	74	60	81	69	63	100	56	65	719
Thomas M. Brennan	134	162	194	167	184	149	136	210	113	139	1,588
Gerald Ridge	48	51	58	59	54	42	37	56	30	34	469
Blanks	221	318	394	328	369	262	240	393	244	266	3,035
COUNTY TREASURER											
James M. Collins	160	182	216	199	235	177	149	261	138	176	1,893
Scattered Write-Ins	-	1	-	-	-	-	-	-	-	-	1
Blanks	136	175	213	174	177	148	132	196	133	138	1,622

The ballots cast in the several precincts were returned to the Town Clerk in the sealed packages. The voting lists used at the entrances to the polling places and at the ballot boxes, and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 11:09 P.M., September 18, 1984.

Theordora K. Bertolet
Town Clerk

A true copy
Attest:

* * * *

RECORD OF STATE ELECTION

November 6, 1984

Pursuant to a Warrant issued by the Selectmen October 23, 1984, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the sixth day of November in the year 1984 at 7:00 in the forenoon. The polls remained open until eight o'clock in the afternoon.

The polling places had been designated as follows:

Precinct A - Hillside School
Precinct B - Hillside School
Precinct C - Newman Middle School
Precinct D - High Rock School
Precinct E - Pollard Middle School
Precinct F - Stephen Palmer Community Room
Precinct G - Broadmeadow School
Precinct H - Broadmeadow School
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	140	170	166	219	166
9:00 A.M.	260	333	370	385	349
10:00 A.M.	371	486	559	618	502
11:00 A.M.	499	655	718	755	699
12:00 NOON	575	822	891	868	881
1:00 P.M.	667	909	1011	991	927
2:00 P.M.	760	1000	1146	1058	1068
3:00 P.M.	829	1113	1381	1168	1140
4:00 P.M.	947	1240	1535	1297	1252
5:00 P.M.	1097	1437	1651	1427	1405
6:00 P.M.	1294	1634	1889	1624	1644
7:00 P.M.	1488	1822	2117	1811	1869
8:00 P.M.	1547	1930	2259	1899	1964

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	133	162	187	115	145
9:00 A.M.	271	276	372	244	299
10:00 A.M.	415	353	485	336	406
11:00 A.M.	531	446	600	421	512
12:00 NOON	610	514	710	501	664
1:00 P.M.	670	597	810	549	740
2:00 P.M.	728	654	912	613	803
3:00 P.M.	802	692	992	675	892
4:00 P.M.	857	766	1098	732	982
5:00 P.M.	966	867	1239	836	1119
6:00 P.M.	1086	1007	1427	982	1280
7:00 P.M.	1228	1158	1629	1099	1460
8:00 P.M.	1310	1231	1721	1153	1527

Note: AV and SAV included in above.

The Town Clerk, upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 11:22 p.m., Tuesday, November 6, 1984.

The total number of votes cast was as follows:

Precinct A	1547
Precinct B	1933
Precinct C	2261
Precinct D	1899
Precinct E	1964
Precinct F	1310
Precinct G	1231
Precinct H	1721
Precinct I	1152
Precinct J	1527

TOTAL VOTE -- 16,540 + 8 Absentee Ballots Received Through 11/16/84

(87.13% of Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	1547	1933	2261	1899	1964	1310	1231	1721	1155	1527	16,548
PRESIDENT AND VICE PRESIDENT											
Mondale & Ferraro, Democratic	774	882	925	801	701	575	555	706	487	695	7,101
Reagan & Bush, Republican	740	1004	1283	1053	1232	713	657	975	650	808	9,115
Serrette & Ross, Mass. Independent Alliance	5	7	3	4	4	7	2	6	4	6	48
Johnson & Walton, Citizens Party	-	-	-	-	-	-	-	-	-	-	--
Dodge & Martin, Prohibition Party	-	-	-	-	-	-	-	-	-	-	--
Harmon & Polland	-	-	-	-	-	-	-	-	-	-	--
Scattered Write-Ins	2	2	1	1	-	1	-	1	1	1	10
Blanks	26	38	49	40	27	14	17	33	13	17	274
SENATOR IN CONGRESS											
John F. Kerry, Boston	878	996	1026	887	785	645	580	775	517	768	7,857
Raymond Shamie, Walpole	628	889	1176	964	1142	628	634	898	619	727	8,305
Elliot Richardson, Brookline	-	-	-	2	-	-	-	1	2	-	5
Scattered Write-Ins	1	-	2	-	2	-	-	-	-	-	5
Blanks	40	48	57	46	35	37	17	47	17	32	376
REPRESENTATIVE IN CONGRESS - Ninth Congressional District											
John Joseph Moakley, Boston	1206	1423	1573	1382	1378	972	909	1259	828	1109	12,039
Robert Horan	-	5	6	10	9	-	5	3	8	9	55
Scattered Write-Ins	2	-	4	1	0	1	-	-	4	3	15
Blanks	339	505	678	506	577	337	317	459	315	406	4,439
COUNCILLOR - Second District											
Christopher A. Iannella, Jr., Boston	965	1115	1267	1045	1067	782	682	972	627	870	9,392
Blanks	582	818	994	854	897	528	549	749	528	657	7,156
SENATOR IN GENERAL COURT - Norfolk, Briston & Middlesex District											
David H. Locke, Wellesley	858	1200	1516	1255	1393	796	828	1163	778	981	10,768
Richard A. Leco, North Attleboro	553	556	563	510	449	406	325	431	283	438	4,524
Blanks	136	167	182	134	122	108	78	127	94	108	1,256
REPRESENTATIVE IN GENERAL COURT - Thirteenth Norfolk District											
Ellen M. Canavan, Needham	789	1050	1303	1048	1179	741	698	986	692	851	9,337
William M. Powers, Needham	659	764	839	761	696	483	472	641	399	605	6,391
Richard Jones, Needham	-	-	1	-	-	-	-	-	-	-	1
Blanks	99	119	118	90	89	86	61	94	64	71	891
REGISTER OF PROBRATE - Norfolk County											
Thomas Patrick Hughes, Quincy	983	1171	1334	1117	1134	819	736	1034	648	923	9,899
Scattered Write-Ins	-	-	1	1	-	-	-	-	-	-	2
Blanks	564	762	926	781	830	491	495	687	507	604	6,647
COUNTY COMMISSIONER - Norfolk County											
James J. Collins, Milton	722	830	843	703	673	591	466	694	419	653	6,594
George B. McDonald, Quincy	641	752	806	708	645	556	447	635	422	597	6,209
Auburn J. Perry, Jr., Canton	549	784	1041	864	985	530	558	744	520	659	7,234
Scattered Write-Ins	-	-	1	-	-	-	-	-	-	-	1
Blanks	1182	1500	1831	1523	1625	943	991	1369	949	1145	13,058
TREASURER - Norfolk County											
James M. Collins, Milton	624	704	666	605	576	516	368	592	358	544	5,553
Michael S. Selib	662	943	1212	978	1100	588	648	859	606	758	8,354
Blanks	261	286	383	316	288	206	215	270	191	225	2,641
QUESTION #1 (Alcohol question - clubs and veterans' organizations)											
YES	962	1171	1352	1177	1238	783	768	1040	728	902	10,121
NO	467	614	769	601	602	449	390	569	362	533	5,356
Blanks	118	148	140	121	124	78	73	112	65	92	1,071

The ballots cast in the several precincts were returned to the Town Clerk in the sealed packages. The voting lists used at the entrances to the polling places and at the ballot boxes, and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 11:22 P.M., November 6, 1984.

Theordora K. Bertolet
Town Clerk

A True Copy
Attest:

* * * *

TOWN ELECTION RECORDS
April 8, 1985

Pursuant to a Warrant issued by the Selectmen February 26, 1985, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, April 8, 1985, at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A -	Hillside School
Precinct B -	Hillside School
Precinct C -	Newman Middle School
Precinct D -	High Rock School
Precinct E -	Pollard Middle School
Precinct F -	Stephen Palmer Community Room
Precinct G -	Broadmeadow School
Precinct H -	Broadmeadow School
Precinct I -	William Mitchell School - Gymnasium
Precinct J -	William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
Two Trustees of Memorial Park for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One member of Needham Housing Authority for One Year;
One Commissioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years;
Fourteen Town Meeting Members from Precinct A; for Three Years;
One Town Meeting Member from Precinct A for One Year;
Seven Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
One Town Meeting Member from Precinct B for One Year;
Fifteen Town Meeting Members from Precinct C for Three Years;
Ten Town Meeting Members from Precinct D for Three Years;
Ten Town Meeting Members from Precinct E for Three Years;
One Town Meeting Member from Precinct E for Two Years;
Six Town Meeting Members from Precinct F for Three Years;
Four Town Meeting Members from Precinct G for Three Years;
Six Town Meeting Members from Precinct H for Three Years;
Four Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
Nine Town Meeting Members from Precinct J for Three Years.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	3	4	1	6	6
8:00 A.M.	7	22	38	17	16
9:00 A.M.	21	28	57	45	37
10:00 A.M.	42	48	78	62	64
11:00 A.M.	60	67	104	87	93
12:00 NOON	80	87	172	113	126
1:00 P.M.	94	106	209	125	153
2:00 P.M.	122	140	260	150	190
3:00 P.M.	134	175	297	173	220
4:00 P.M.	170	204	350	212	251
5:00 P.M.	214	245	419	242	304
6:00 P.M.	263	300	482	316	379
7:00 P.M.	320	347	552	394	450
8:00 P.M.	382	391	610	457	515

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	4	4	1	3
8:00 A.M.	13	12	15	11	17
9:00 A.M.	31	19	35	25	42
10:00 A.M.	44	30	51	33	59
11:00 A.M.	74	41	69	48	79
12:00 NOON	93	66	94	64	113
1:00 P.M.	116	87	114	94	121
2:00 P.M.	137	117	154	120	142
3:00 P.M.	160	136	183	136	166
4:00 P.M.	192	161	214	170	201
5:00 P.M.	232	188	257	225	242
6:00 P.M.	286	226	349	277	287
7:00 P.M.	342	281	421	320	357
8:00 P.M.	414	331	488	361	409

(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST: 4,358 - 24.23%

The Town Clerk and the Board of Registrars upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:47 P.M., April 8, 1985.

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	382	391	610	457	515	414	331	488	361	409	4,358
MODERATOR (For one year) (Vote for One)											
Richard P. Melick	251	262	426	319	373	285	254	354	270	292	3,086
Blanks	131	129	184	138	142	129	77	134	91	117	1,272
SELECTMEN (For three years) (Vote for Two)											
Marcia M. Carleton	194	218	385	307	367	253	248	343	242	264	2,821
James E. Brothers	166	185	179	176	206	194	124	195	114	168	1,707
David F. Eldridge, Jr.	181	175	291	186	188	176	147	190	181	159	1,874
Richard E. Jones	28	15	30	41	37	35	16	28	22	14	266
Kenneth Monteith	69	76	114	75	66	51	27	70	53	77	678
Blanks	126	113	221	129	166	119	100	150	110	136	1,370
ASSESSOR (For three years) (Vote for One)											
Richard W. Finnegan	239	275	421	301	354	287	234	336	242	279	2,968
Blanks	143	116	189	156	161	127	97	152	119	130	1,390
SCHOOL COMMITTEE (For three years) (Vote for Two)											
Daniel P. Matthews	240	243	346	284	312	274	226	315	216	259	2,715
Colleen F. Schaller	211	241	349	278	316	266	216	295	222	263	2,657
Scattered Write-Ins	-	-	-	-	-	1	-	-	-	-	1
Blanks	313	298	525	352	402	287	220	366	284	296	3,343
TRUSTEES OF MEMORIAL PARK (For three years) (Vote for Two)											
Robert W. Chalue	196	213	300	236	243	202	151	224	175	196	2,136
Arthur M. Tiernan, Jr.	151	161	253	178	217	213	153	188	129	157	1,800
Paul F. Shaldone	83	96	96	118	80	77	47	137	62	59	855
Walter S. Shields	121	144	216	187	217	164	166	212	171	197	1,795
Blanks	213	168	355	195	273	172	145	215	185	209	2,130
TRUSTEES OF NEEDHAM PUBLIC LIBRARY (For three years) (Vote for Two)											
John W. Lebourveau	100	145	212	153	184	155	161	171	174	129	1,584
John W. Nye	110	118	167	128	156	133	101	195	109	91	1,308
Teresa E. Payer	75	89	84	92	75	105	53	90	42	59	764
Emily M. Salaun	120	117	173	163	152	113	95	128	113	179	1,353
Devora D. Schwebel	105	98	152	108	118	91	72	90	49	101	984
Blanks	254	215	432	270	345	231	180	302	235	259	2,723
BOARD OF HEALTH (For three years) (Vote for One)											
Saul Adams	165	128	191	159	148	120	102	133	114	148	1,408
Kathleen A. Anderson	35	44	57	37	37	48	34	71	45	47	455
Elizabeth A. Brosman	38	62	86	72	120	62	75	93	64	52	724
David B. Rhoads	29	21	40	26	44	43	33	36	25	40	337
A. Raymond Taurasi	57	72	107	106	81	79	39	66	41	51	699
Blanks	58	64	129	57	85	62	48	89	72	71	735
PLANNING BOARD (For five years) (Vote for One)											
Stanley R. Tippett	102	149	213	154	189	143	117	143	125	140	1,475
John M. Cullinane	109	83	125	87	130	100	89	199	91	105	1,118
Joanne L. Kearns	27	34	27	35	33	25	24	23	27	20	275
Bruce Monteith	81	78	118	109	73	86	47	53	50	74	769
Blanks	63	47	127	72	90	60	54	70	68	70	721
HOUSING AUTHORITY (For five years) (Vote for One)											
Stephen W. Merritt	241	250	360	283	314	286	215	310	225	256	2,740
Blanks	141	141	250	174	201	128	116	178	136	153	1,618
HOUSING AUTHORITY (For one year) (Vote for One)											
John T. Wallace	232	238	346	267	296	269	210	300	220	241	2,619
Blanks	150	153	264	190	219	145	121	188	141	168	1,739
COMMISSIONER OF TRUST FUNDS (For three years) (Vote for One)											
Robert W. Cutts	223	231	350	275	304	255	202	293	213	244	2,590
Blanks	159	160	260	182	211	159	129	195	148	165	1,768
PARK AND RECREATION COMMISSION (For three years) (Vote for NOT MORE THAN TWO)											
Robert E. Hawes	207	261	398	292	334	289	230	323	241	254	2,829
Richard S. Creem	121	87	92	70	76	60	40	85	57	91	779
Elinor R. Devlin	134	193	289	246	280	215	199	255	172	200	2,183
Paul A. Fucci	90	76	60	88	46	68	38	66	44	72	648
Blanks	212	165	381	218	294	196	155	247	208	201	2,277

TOWN MEETING MEMBERS

* Not Elected # Tie Vote

PRECINCT A (For three years) (Vote for not more than Fourteen)

Philip T. Bleakney	158	M. Eileen O'Toole	131
Sidney J. Dockser	163	Sylvia Shapiro	167
Florence S. Grinspoon	150	Kathryn L. D'Addesio	182
Hertz N. Henkoff	150	Stephen Hamburger	160
* William J. Miles	129	Blanche D. Randall	176
Ira A. Nagel	180	Sydney Randall	161
Doris C. Newman	177	Elsie Robinson	206
John J. O'Neil	130	* Steven T. Watras	98

PRECINCT A (For one year) (Vote for One)

Carolyn M. Spiros	183

PRECINCT B (For three years) (Vote for not more than Seven)

Walter H. Bassett	219	Agnes J. McLeod	224
Ronald R. DesRoches	228	Meredith P. Page	199
Robert E. Evans	201	William L. Sweet	226
Peter B. Johnson	198	* Stanley R. Tippett	194

PRECINCT B (For two years) (Vote for not more than One)

Sylvia B. Winton	241

PRECINCT B (For one year) (Vote for not more than One)

Kathleen M. Kelly	252

PRECINCT C (For three years) (Vote for not more than Fifteen)

Stanton H. Davis	261	Arthur Wald	181
Marry Ellen Hale	230	Charles W. Wycokoff	299
Leon B. Levitan	258	Ann P. Cray	202
Lois C. Leuders	260	Mary Ellen Hannigan	167
Edmund J. Mahoney, Jr.	262	* Nancy J. Kravets	141
John F. Milligan	284	* Robert M. Kravets	125
M. Barry Portnoy	193	* Judith S. Lebow	144
J. Darrison Sillesky	217	Eric D. Sockol	226
F. Hartwell Swaffield	235	Dana W. Story, Jr.	334

PRECINCT D (For three years) (Vote for not more than Ten)

Bradford S. Barnes	221	Robert Todd Pratt	191
Richard W. Davis	237	Beverly Shultz	163
Dorothy D. Dwyer	224	* Katharine Beaudouin	136
Frank C. Eaton	227	* Paul A. Fucci	140
Roger B. Hunt	196	* James A. Miara	133
Dexter H. Marsh, Jr.	198	*John L. McDonough	159
James Hugh Powers	224	Sally B. Powers	192

PRECINCT E (For three years) (Vote for not more than Ten)

Robert C. Davis	305	Frederick R. Muir	256
David R. Donald	233	Mary T. Riddell	266
Maxwell N. Gordon	250	Jon D. Schneider	218
Elizabeth M. Hart	259	Robert T. Smart, Jr.	231
Norman R. Meier	212	* Lois C. Camberg	171
Rosalind Mortimer-Maddox	220	* Richard A. Perras	201

PRECINCT E (For two years) (Vote for One)

* David L. Gillmeister	154	* Nancy C. Holder	113
Carol S. Knapton	184	* Terrence W. McGuire, Jr.	162
* Alan R. Osheroff	31	* Herbert C. Stowe	116
		* Ann Marie Teachout	150
		Jonathan A. White	182

PRECINCT F (For three years) (Vote for not more than Six)

Robert D. Harris	224
Elizabeth M. Keil	215
Caroline D. Murray	213
Deborah L. Roberts	179
John J. Ryan	210

TOWN MEETING MEMBERS (Continued)

* Not Elected

\# Tie Vote

PRECINCT G (For three years) (Vote for not more than Four)

Margaret M. Eldridge	201	Janet P. Bigelow	170
Diane Perry Matthews	166	William T. Burke	143
* Harold L. Appleton	122	* Margot Carleton Tice	133

PRECINCT H (For three years) (Vote for not more than Six)

David F. Devine	324	Robert E. Rotchford	265
Mary Ann L. Dolan	295	John H. Stewart	261
Peter E. McElroy	264	* Paul F. Shaldone	199
Eleanor Nutile	289		

PRECINCT I (For three years) (Vote for not more than Four)

Maria W. Connolly	182	Edward F. Supple	184
Elinor R. Devlin	178	Keith M. McClelland	187
* Warner B. Hartford	157	* Nicholas S. Renzulli	89

PRECINCT I (For one year) (Vote for not more than One)

No Nominations	
Write-In:	
Mark Teninbaum	6
* Alfred J. Saltzberg	1
* Keith M. McClelland	1

PRECINCT J (For three years) (Vote for not more than Nine)

Elizabeth E. Anderson	198	* Andrew D. Frieze	100
John F. Connell	212	Jeanne Durkin Gerber	147
William R. Dermody	204	* Charles S. Sahagian	137
Robert A. Downs	182	*# Colleen F. Schaller	138
Emily M. Salaun	199	Sidney H. Sternick	155
Constance M. Setian	187	Paul J. Ward	146
*# Julio Farulla	138		

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrances to the polling places and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:47 P.M., April 8, 1985.

Theodora K. Bertolet
Town Clerk

A True Copy
Attest:

* * * *

ELECTION
(To Fill a Vacancy in Precinct B
for Town Meeting Member)

April 23, 1985
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct B was held on Tuesday evening, April 23, 1985, at 7:00 P.M. for the purpose of electing a Town Meeting Member to serve until the next Annual Town Election on April 14, 1986. A quorum was present; ballots were cast with the following results:

Edward F. O'Brien	10 votes
James E. Brothers	4 votes
Mary A. Sears	4 votes

Theodora K. Bertolet
Town Clerk

* * * *

ANNUAL TOWN MEETING FOR THE
TRANSACTION OF BUSINESS

May 6, 1985

Pursuant to a Warrant issued by the Selectmen February 26, 1985, the Inhabitants of the Town of Needham qualified to vote in Town affairs met in the Derwood A. Newman Middle School on Monday, May 6, 1985, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 278 voters, including 234 Town Meeting Members, were checked on the list as being present.

"Second Wind", a singing group of eleven women (Town Meeting Members Bonnie J. Tower is a member), performed prior to the call to the meeting.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The colors were presented by Eagle Scouts William D. Stewart and Steven P. O'Connell, Girl Scouts Katie Gaudaitis and Wendy Richter and Campfire Girl Barbara Mullen, while those present stood and pledged allegiance to the flag.

Reverend Allan C. Page, Pastor, Grace Lutheran Church, gave the invocation. Following this, the call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

3. Time limits of debate:

   15 minutes - Committee chairmen, proponents, attorneys representing proponents.

   10 minutes - Town Meeting Members, attorneys representing other than proponents.

   5 minutes - Non-Town Meeting Members, visitors other than attorneys.

4. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.

5. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, section 8.

Changes in affirmative motions as contrasted with articles were noted by the Moderator.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The moderator then proceeded to call each article in the Warrant by number commencing with Article No. 2. No Town Meeting Member responded with "question" or "debate" to the following articles: 2, 3, 6, 8, 9, 12, 41, 47.

The Moderator called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 30, 1985, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 2
To hear and act on the reports of Town Officers and Committees.

MOVED: That the reports of Town Officers and Committees be accepted.

ACTION: So voted by unanimous vote.

ARTICLE 3
To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1985 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or take any other action relative thereto.

MOVED: That the Town authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1985 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

ACTION: So voted by unanimous vote.

ARTICLE 6

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 15 of the Consolidated Personnel By-Law in establishing new classifications and the compensation therefor, said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting; or take any other action relative thereto.

MOVED: That the Town ratify, confirm and approve the action of the Personnel Board authorized by Section 15 of the Consolidated Personnel By-Law in establishing new classifications and the compensation therefor. Said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting.

The action of the Personnel Board establishes at the request of the Director of Finance two (2) new positions, effective March 13, 1985, Control Clerk, Data Processing S-11 and effective July 1, 1985, Administrative Clerk, Finance S-9.

The following changes are reflected in Schedule A:

1. Clerk, Police S-7 to Administrative Clerk, Police S-9, effective September 18, 1984.
2. Dog Officer S-11 to S-14, effective July 1, 1984.
3. Data Processing Manager S-24 to S-28, effective August 22, 1984.
4. Clerk, Treasurer/Tax Collector S-7 to Clerk, Real Estate S-9, effective September 18, 1984.
5. Clerk, Youth Commission S-5 to Administrative Clerk S-7, effective November 20, 1984.
6. Director of Public Library, S-24 to S-25, effective February 20, 1985.
7. Council on Aging, Executive Director S-15 to S-19, effective February 20, 1985.
8. Associate Director, Council on Aging S-9 to S-12, effective February 20, 1985.
9. Maintenance Man, Police S-11 to Maintenance Worker, Custodian S-12, effective March 13, 1985.
10. Senior Clerk, Fire S-4 to Principal Clerk S-6, effective March 13, 1985.
11. Clerk Typist, Treasurer/Tax Collector S-5 to Principal Clerk S-6, effective March 13, 1985.
12. Principal Clerk, Town Clerk S-6 to Administrative Clerk S-7, effective March 13, 1985.

The following positions are deleted from Schedule A:

Clerk, Youth Commission S-5
Clerk Typist, Treasurer/Tax Collector S-5
Senior Clerk S-4

ACTION: So voted by unanimous vote.

ARTICLE 8

To see if the Town will vote to amend Article IX, Section 19(b) add Section 19(g) and amend Section 20(a) of the General By-Laws (Consolidated Personnel By-Laws) by changing 19(b) to read as follows:

Amend Section 19(b) to read as follows:

"The rates of compensation prescribed, unless specific exception is noted in the compensation schedule for any class, shall, except as otherwise provided in paragraph (c) of Section 20 and by paragraph (f) or (g) below, represent the total renumeration to be paid to employees, including pay in every form, but not including reimbursement of actual authorized expenses incurred as necessary incidents to employment."

By adding Section 19(g) to read as follows:

"Upon request, the Personnel Board may adjust the rate of compensation for any position set forth in Schedule A up to two compensation grades as set forth in Schedule B-1 where such adjustment is required in order to recruit or retain employees whose compensation is not in accordance with prevailing market conditions or where such position requires unique technical skills not adequately reflected in the existing compensation."

Amend Section 20(a) to read as follows:

"Except as provided in paragraph (g) of Section 19 or in paragraphs (b) (c) (d) and (e) below, the Personnel Board shall approve as the rate of compensation for entrance into any position only the minimum rate in the scale for the class in which the position has been allocated; or take any other action relative thereto."

MOVED: That the Town amend Article IX, Section 19(b) add Section 19(g) and amend Section 20(a) of the General By-Laws (Consolidated Personnel By-Laws) by changing 19(b) to read as follows:

Amend Section 19(b) to read as follows:

"The rates of compensation prescribed, unless specific exception is noted in the compensation schedule for any class, shall, except as otherwise provided in paragraph (c) of Section 20 and by paragraph (f) or (g) below, represent the total renumeration to be paid to employees, including pay in every form, but not including reimbursement of actual authorized expenses incurred as necessary incidents to employment."

By adding Section 19(g) to read as follows:

"Upon request, the Personnel Board may adjust the rate of compensation for any position set forth in Schedule A up to two compensation grades as set forth in Schedule B-1 where such adjustment is required in order to recruit or retain employees whose compensation is not in accordance with prevailing market conditions or where such position requires unique technical skills not adequately reflected in the existing compensation."

Amend Section 20(a) to read as follows:

"Except as provided in paragraph (g) of Section 19 or in paragraphs (b) (c) (d) and (e) below, the Personnel Board shall approve as the rate of compensation for entrance into any position only the minimum rate in the scale for the class in which the position has been allocated."

ACTION: So voted by unanimous vote.

ARTICLE 9

To see if the Town will vote to amend Article IX, Section 21, 22, 24, 25 and 28 of the General By-Laws (Consolidated Personnel By-Law) by changing the word "calendar" to "fiscal" found in said section so that new sections will read as follows:

SECTION 21. GENERAL PROVISIONS AS TO VACATIONS. Each department head shall annually, after the first day of June in each calendar year, develop a vacation schedule for all employees of his department who are or who may become eligible to receive vacation leave during following fiscal year; and he shall submit the same, in such form as the Personnel Board may require, to the town Comptroller not later than July first of said year. Said department head shall schedule vacations over as wide a period as possible in order to obviate the need for temporary increases in the personnel of his department. If in the course of such year it shall become necessary to amend said schedule, the department head shall notify the town Comptroller of such amendment not later than Wednesday of the week immediately preceding the week in which said amendment shall take effect.

If any employee eligible to receive vacation leave shall absent himself from duty without leave, the amount of such absence may be deducted proportionally from the amount of vacation leave due to said employee during the year in which such absence from duty without leave shall have occurred. If the employee shall already have taken the vacation leave due to him in that year, such absence may be chargeable against his next succeeding vacation leave allowance.

Vacation leave with pay shall not be granted to temporary employees.

Vacation leave shall not be cumulative from one year to another; provided, however, that if the vacation leave of an employee, scheduled to take his or her vacation in the month immediately preceding the date on which said employee's earned vacation credits are due to expire, is cancelled by the department to meet an emergency or to offset a critical shortage of personnel in the department during said month, the amount of such vacation leave may, with the approval of the Personnel Board, be added to the amount of vacation leave which said employee shall be eligible to receive in the year immediately following.

Additional vacation leave of one day at prorated vacation pay shall be allowed for each holiday occuring within a fiscal year.

The vacation for a given fiscal year may be taken at any time during the fiscal year, subject to the approval of the department head or other authority concerned, and further subject to giving at least one week's advance notice in writing to the Town Comptroller.

SECTION 22. VACATION LEAVE FOR FULL-TIME PERMANENT EMPLOYEES. Vacation leave shall be granted to full-time permanent employees subject to the following provisions:

(a) Except as to employees for whom other provisions are made by the laws of the Commonwealth, employees who have been employed for less than twelve months as of July first in the current fiscal year, shall be granted vacation leave of one day with full pay for each month of employment, provided (1) that such vacation leave shall not exceed ten days; and (2) that such vacation leave credit shall be calculated from the first day of employment.

(b) Vacation leave of two weeks with full pay shall be granted to any such employee who has been employed by the town for at least one year but less than five years.

(c) Vacation leave of three weeks with full pay shall be granted to any such employee who has been employed by the Town for at least five years but less than twelve years. Eligibility for the third week of vacation shall be effective after July first of fiscal year in which the fifth anniversary date of such employee falls.

(d) Vacation leave of four weeks with full pay shall be granted to any such employee who has been employed by the Town for twelve years or more. Eligibility for the fourth week shall be effective after July first of the fiscal year in which the twelfth anniversary date of such employee falls.

(e) Vacation leave of five weeks with full pay shall be granted to any such employee who has been employed by the Town for twenty-two years or more. Eligibility for the fifth week shall be effective after July first of the fiscal year in which the 22nd anniversary date of such employee falls.

(f) Full time permanent employees of the Library Department shall be an exception to paragraph (b) and (c) above as follows: Vacation leave of three weeks with full pay shall be granted to those employees who have been employed by the Town for at least one year but less than twelve years.

(g) Any such vacation leave shall be subject to such diminution as is provided in Section 21.

(h) An employee provisionally appointed to a full-time permanent position subject to Civil Service Law shall be subject to the provisions of this section.

(i) Daily or weekly vacation pay for full-time salaried employees, as the case may be, is to be calculated by dividing the number of days in the year into the sum total of basic annual pay and annual longevity pay, if any, both as of the time the vacation time is drawn consistent with the provisions of Section 21. Weekly vacation pay for full-time hourly-paid employees is based on forty (40) hours at the basic straight-time hourly-wage rate at the time vacation pay is drawn.

SECTION 24. LEAVES OF ABSENCE. Leaves of absence shall be granted to full-time permanent employees during a fiscal year subject to the following provisions:

(a) One day's leave of absence with full pay shall be granted for personal business during any fiscal year with written approval of the department head and shall be requested in writing at least forty-eight (48) hours prior to the date selected.

(b) Except as otherwise provided in this By-Law, all other leaves of absence shall be without compensation and shall be subject to the approval of the department head, and in the instance of any such leave exceeding two weeks, to be approved by the Personnel Board. Nothing in Section 21 to 28A inclusive shall operate to reduce the salaries or wages of officers elected by the Town.

(c) A leave of absence not exceeding two days in each year of the firefighters' collective bargaining agreements may be granted with full pay to two (2) employees included within the firefighters' bargaining units where each such leave of absence is used for the purpose of attending a firefighters' union convention as a union officer, delegate or alternate delegate, and where each such request for a leave of absence has been requested in writing to the department head.

SECTION 25. COURT LEAVE.

(a) A Court leave of absence shall be granted to any town officer or employee who (1) is called to serve upon a jury, or (2) is summoned to appear in court as a witness, or (3) shall request court leave for the purpose of appearing in court as a defendant or litigant. Such leave shall be granted only for the period of such jury service or for the period during which said officer or employee is required to be in court; and it shall in no way affect the employment rights of said officer or employee.

(b) If the jury or witness fees, exclusive of travel allowances, received by said officer or employee for such jury duty or for service as a witness in court shall be less than the regular rate of compensation received by him from the Town, the difference between said fees and said regular rate of compensation shall be paid to such officer or employee by the Town. If the amount of such fees received by said officer or employee shall exceed the regular rate of compensation received by him from the town, no compensation shall be paid to him by the town for the period of his jury duty or witness duty; provided, however, that to qualify for any payment by the Town hereunder, the officer or employee aforesaid must furnish the town Comptroller with complete and satisfactory evidence of the jury or witness fees paid. As used in this paragraph, the phrase "regular rate of compensation" shall mean the amount of salary or wages which the Town would pay to such officer or employee for the hours of work which he would normally perform during the fiscal time period otherwise consumed by his jury or witness service; except that the provisions of this paragraph shall also apply to any member of the Police Department who is summoned to appear in court as a witness on a day which would normally be his day of rest.

(c) When court leave is granted to an officer or employee to appear in court as a defendant or litigant, it shall be granted without pay; provided, however, that the said officer or employee may, with the approval of the Personnel Board, substitute one day of court leave with pay for one day of vacation leave with pay, not to exceed in number the total number of days of vacation leave with pay due to said officer or employee during the year in which such court leave with pay is granted.

SECTION 28. NON-OCCUPATIONAL SICK LEAVE. The granting of non-occupational sick leave and the payment of compensation to persons on non-occupational sick leave shall be subject to the following provisions:

(a) Consistent with the eligibility of each employee subject to this By-Law on the effective date of this Section, there shall be credited to each such employee's record the total amount of non-occupational sick leave available to each employee as determined under the prior provisions of Section 28. For the succeeding fiscal year after the effective date hereof and each successive fiscal year thereafter there shall accrue to each eligible employee subject to this By-Law an additional one and a quarter (1-1/4) days per month or proportionate part thereof as hereinafter provided for less than permanent full time employees which shall be added to the employee's permanent record of available non-occupational sick leave time, and shall hereafter be known and referred to as "Non-Occupational Unused Accumulated Sick Leave" or "Total Sick Leave Credit." All new employees entering the town service hereunder after the effective date hereof shall be credited with said one and a quarter (1-1/4) days per month or proportionate part thereof as hereinafter specified.

(b) During each fiscal year beginning with the effective date hereof, there shall be charged to each employee's total Sick Leave Credit or deducted therefrom the total number of days absent from performing the usual assigned duties because of non-occupational illness and for which the employee was paid the usual compensation. At the election of the employee subject to this By-Law and when such employee is entitled to the benefits and subject to the provisions of General Laws, Chapter 152, the employee shall be entitled to receive his net pay to the extent permitted under said Chapter 152 but limited to the credit available from such employee's total Sick Leave Credits and if such additional benefit is elected by the employee his or her Total Sick Leave Credit will be charged for the appropriate time thus used. No payment shall be made as a claim under this Section without the prior approval of the Personnel Board or the Personnel Director. A physician's certificate may be required by the department head or the Personnel Board in any case of non-occupational sick leave claimed hereunder.

(c) In the instance of a part-time employee filling a permanent position as defined in this By-Law, non-occupational sick leave credits and charges referred to in (a) and (b) above shall apply, but the amount of non-occupational sick leave credit shall accrue in the ratio that their part-time employment bears to full time employment.

(d) An employee subject to this By-Law who terminates his or her services with the town by retirement, because of disability or because of death shall be entitled to a cash payment at his current rate for 25 percent of his or her Unused Accumulated Sick Leave Credit outstanding after proper adjustments are made for the current fiscal year. In the case of death, the surviving spouse or duly designated beneficiary shall be entitled to the payment due hereunder, or if there is no surviving spouse or duly designated beneficiary, to the duly appointed legal representative of his or her estate.

(e) The head of each department shall investigate and ascertain the validity of any request for non-occupational sick leave made by an employee of his department, and shall approve the same if he is satisfied as to the validity of such request. A physician's certificate may be required by the department head or by the Personnel Board in any case of non-occupational sick leave claimed hereunder.

(f) When an employee has exhausted his accumulated sick leave benefits, additional sick leave of up to 60 days per fiscal year may be granted by the Personnel Board. In determining whether such additional sick leave shall be granted, the Personnel Board shall take past absences of the employee and the length of continual service into account.

The foregoing amendment shall become effective January 1, 1976.

(g) An employee shall be allowed to use up to 3 days of non-occupational unused accumulated Sick Leave or non-occupational Sick Leave per fiscal year when available for illness of a parent, spouse or child of such employee; or take any other action relative thereto.

MOVED: That the Town amend Article IX, Section 21, 22, 24, 25 and 28 of the General By-Laws (Consolidated Personnel By-Law) by changing the word "calendar" to "fiscal" found in said section so that new sections will read as follows:

SECTION 21. GENERAL PROVISIONS AS TO VACATIONS. Each department head shall annually, after the first day of June in each calendar year, develop a vacation schedule for all employees of his department who are or who may become eligible to receive vacation leave during following fiscal year; and he shall submit the same, in such form as the Personnel Board may require, to the town Comptroller not later than July first of said year. Said department head shall schedule vacations over as wide a period as possible in order to obviate the need for temporary increases in the personnel of his department. If in the course of such year it shall become necessary to amend said schedule, the department head shall notify the town Comptroller of such amendment not later than Wednesday of the week immediately preceding the week in which said amendment shall take effect.

If any employee eligible to receive vacation leave shall absent himself from duty without leave, the amount of such absence may be deducted proportionally from the amount of vacation leave due to said employee during the year in which such absence from duty without leave shall have occurred. If the employee shall already have taken the vacation leave due to him in that year, such absence may be chargeable against his next succeeding vacation leave allowance.

Vacation leave with pay shall not be granted to temporary employees.

Vacation leave shall not be cumulative from one year to another; provided, however, that if the vacation leave of an employee, scheduled to take his or her vacation in the month immediately preceding the date on which said employee's earned vacation credits are due to expire, is cancelled by the department to meet an emergency or to offset a critical shortage of personnel in the department during said month, the amount of such vacation leave may, with the approval of the Personnel Board, be added to the amount of vacation leave which said employee shall be eligible to receive in the year immediately following.

Additional vacation leave of one day at prorated vacation pay shall be allowed for each holiday occuring within a fiscal year.

The vacation for a given fiscal year may be taken at any time during the fiscal year, subject to the approval of the department head or other authority concerned, and further subject to giving at least one week's advance notice in writing to the Town Comptroller.

SECTION 22. VACATION LEAVE FOR FULL-TIME PERMANENT EMPLOYEES. Vacation leave shall be granted to full-time permanent employees subject to the following provisions:

(a) Except as to employees for whom other provisions are made by the laws of the Commonwealth, employees who have been employed for less than twelve months as of July first in the current fiscal year, shall be granted vacation leave of one day with full pay for each month of employment, provided (1) that such vacation leave shall not exceed ten days; and (2) that such vacation leave credit shall be calculated from the first day of employment.

(b) Vacation leave of two weeks with full pay shall be granted to any such employee who has been employed by the town for at least one year but less than five years.

(c) Vacation leave of three weeks with full pay shall be granted to any such employee who has been employed by the Town for at least five years but less than twelve years. Eligibility for the third week of vacation shall be effective after July first of fiscal year in which the fifth anniversary date of such employee falls.

(d) Vacation leave of four weeks with full pay shall be granted to any such employee who has been employed by the Town for twelve years or more. Eligibility for the fourth week shall be effective after July first of the fiscal year in which the twelfth anniversary date of such employee falls.

(e) Vacation leave of five weeks with full pay shall be granted to any such employee who has been employed by the Town for twenty-two years or more. Eligibility for the fifth week shall be effective after July first of the fiscal year in which the 22nd anniversary date of such employee falls.

(f) Full time permanent employees of the Library Department shall be an exception to paragraph (b) and (c) above as follows: Vacation leave of three weeks with full pay shall be granted to those employees who have been employed by the Town for at least one year but less than twelve years.

(g) Any such vacation leave shall be subject to such diminution as is provided in Section 21.

(h) An employee provisionally appointed to a full-time permanent position subject to Civil Service Law shall be subject to the provisions of this section.

(i) Daily or weekly vacation pay for full-time salaried employees, as the case may be, is to be calculated by dividing the number of days in the year into the sum total of basic annual pay and annual longevity pay, if any, both as of the time the vacation time is drawn consistent with the provisions of Section 21. Weekly vacation pay for full-time hourly-paid employees is based on forty (40) hours at the basic straight-time hourly-wage rate at the time vacation pay is drawn.

SECTION 24. LEAVES OF ABSENCE. Leaves of absence shall be granted to full-time permanent employees during a fiscal year subject to the following provisions:

(a) One day's leave of absence with full pay shall be granted for personal business during any fiscal year with written approval of the department head and shall be requested in writing at least forty-eight (48) hours prior to the date selected.

(b) Except as otherwise provided in this By-Law, all other leaves of absence shall be without compensation and shall be subject to the approval of the department head, and in the instance of any such leave exceeding two weeks, to be approved by the Personnel Board. Nothing in Section 21 to 28A inclusive shall operate to reduce the salaries or wages of officers elected by the Town.

(c) A leave of absence not exceeding two days in each year of the firefighters' collective bargaining agreements may be granted with full pay to two (2) employees included within the firefighters' bargaining units where each such leave of absence is used for the purpose of attending a firefighters' union convention as a union officer, delegate or alternate delegate, and where each such request for a leave of absence has been requested in writing to the department head.

SECTION 25. COURT LEAVE.

(a) A Court leave of absence shall be granted to any town officer or employee who (1) is called to serve upon a jury, or (2) is summoned to appear in court as a witness, or (3) shall request court leave for the purpose of appearing in court as a defendant or litigant. Such leave shall be granted only for the period of such jury service or for the period during which said officer or employee is required to be in court; and it shall in no way affect the employment rights of said officer or employee.

(b) If the jury or witness fees, exclusive of travel allowances, received by said officer or employee for such jury duty or for service as a witness in court shall be less than the regular rate of compensation received by him from the Town, the difference between said fees and said regular rate of compensation shall be paid to such officer or employee by the Town. If the amount of such fees received by said officer or employee shall exceed the regular rate of compensation received by him from the town, no compensation shall be paid to him by the town for the period of his jury duty or witness duty; provided, however, that to qualify for any payment by the Town hereunder, the officer or employee aforesaid must furnish the town Comptroller with complete and satisfactory evidence of the jury or witness fees paid. As used in this paragraph, the phrase "regular rate of compensation" shall mean the amount of salary or wages which the Town would pay to such officer or employee for the hours of work which he would normally perform during the fiscal time period otherwise consumed by his jury or witness service; except that the provisions of this paragraph shall also apply to any member of the Police Department who is summoned to appear in court as a witness on a day which would normally be his day of rest.

(c) When court leave is granted to an officer or employee to appear in court as a defendant or litigant, it shall be granted without pay; provided, however, that the said officer or employee may, with the approval of the Personnel Board, substitute one day of court leave with pay for one day of vacation leave with pay, not to exceed in number the total number of days of vacation leave with pay due to said officer or employee during the year in which such court leave with pay is granted.

SECTION 28. NON-OCCUPATIONAL SICK LEAVE. The granting of non-occupational sick leave and the payment of compensation to persons on non-occupational sick leave shall be subject to the following provisions:

(a) Consistent with the eligibility of each employee subject to this By-Law on the effective date of this Section, there shall be credited to each such employee's record the total amount of non-occupational sick leave available to each employee as determined under the prior provisions of Section 28. For the succeeding fiscal year after the effective date hereof and each successive fiscal year thereafter there shall accrue to each eligible employee subject to this By-Law an additional one and a quarter (1-1/4) days per month or proportionate part thereof as hereinafter provided for less than permanent full time employees which shall be added to the employee's permanent record of available non-occupational sick leave time, and shall hereafter

be known and referred to as "Non-Occupational Unused Accumulated Sick Leave" or "Total Sick Leave Credit." All new employees entering the town service hereunder after the effective date hereof shall be credited with said one and a quarter (1-1/4) days per month or proportionate part thereof as hereinafter specified.

(b) During each fiscal year beginning with the effective date hereof, there shall be charged to each employee's total Sick Leave Credit or deducted therefrom the total number of days absent from performing the usual assigned duties because of non-occupational illness and for which the employee was paid the usual compensation. At the election of the employee subject to this By-Law and when such employee is entitled to the benefits and subject to the provisions of General Laws, Chapter 152, the employee shall be entitled to receive his net pay to the extent permitted under said Chapter 152 but limited to the credit available from such employee's total Sick Leave Credits and if such additional benefit is elected by the employee his or her Total Sick Leave Credit will be charged for the appropriate time thus used. No payment shall be made as a claim under this Section without the prior approval of the Personnel Board or the Personnel Director. A physician's certificate may be required by the department head or the Personnel Board in any case of non-occupational sick leave claimed hereunder.

(c) In the instance of a part-time employee filling a permanent position as defined in this By-Law, non-occupational sick leave credits and charges referred to in (a) and (b) above shall apply, but the amount of non-occupational sick leave credit shall accrue in the ratio that their part-time employment bears to full time employment.

(d) An employee subject to this By-Law who terminates his or her services with the town by retirement, because of disability or because of death shall be entitled to a cash payment at his current rate for 25 percent of his or her Unused Accumulated Sick Leave Credit outstanding after proper adjustments are made for the current fiscal year. In the case of death, the surviving spouse or duly designated beneficiary shall be entitled to the payment due hereunder, or if there is no surviving spouse or duly designated beneficiary, to the duly appointed legal representative of his or her estate.

(e) The head of each department shall investigate and ascertain the validity of any request for non-occupational sick leave made by an employee of his department, and shall approve the same if he is satisfied as to the validity of such request. A physician's certificate may be required by the department head or by the Personnel Board in any case of non-occupational sick leave claimed hereunder.

(f) When an employee has exhausted his accumulated sick leave benefits, additional sick leave of up to 60 days per fiscal year may be granted by the Personnel Board. In determining whether such additional sick leave shall be granted, the Personnel Board shall take past absences of the employee and the length of continual service into account.

The foregoing amendment shall become effective January 1, 1976.

(g) An employee shall be allowed to use up to 3 days of non-occupational unused accumulated Sick Leave or non-occupational Sick Leave per fiscal year when available for illness of a parent, spouse or child of such employee.

ACTION: So voted by unanimous vote.

ARTICLE 12

To see if the Town will vote to authorize the Board of Selectmen to accept and enter into contract for the expenditure of any funds allotted or to be allotted by the Commonwealth and/or County for the construction, reconstruction and improvement of Town roads; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to accept and enter into contract for the expenditure of any funds allotted or to be allotted by the Commonwealth and/or County for the construction, reconstruction and improvement of Town roads.

ACTION: So voted by unanimous vote.

ARTICLE 41

To see if the Town will vote to continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 41 of the 1984 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the Capital Budget Sub-Committee and to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 41 of the 1984 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the Capital Budget Sub-Committee and to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 47

To see if the Town will vote to continue the Communications Center Study Committee initially established by vote of the Town under Article 56 of the 1983 Annual Town Meeting, and last continued by vote under Article 40 of the 1984 Annual Town Meeting; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Communications Center Study Committee initially established by vote of the Town under Article 56 of the 1983 Annual Town Meeting, and last continued by vote under Article 40 of the 1984 Annual Town Meeting; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded to the remaining articles in the Warrant.

ARTICLE 4
To see what disposition the Town will make of monies received pursuant to General Laws, Chapter 140, Section 172 as the Town's share of the unexpended balance of the Dog Fund; or take any other action relative thereto.

MOVED: That the sum of $1,064.16 received pursuant to General Laws, Chapter 140, Section 172 as the Town's share of the unexpended balance of the Dog Fund be appropriated for use of the Public Library.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5
To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1985 as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board and subject to the longevity provisions of paragraph (j) Section 20 of the Consolidated Personnel By-Laws as follows:

NOTE: The following are the rates presently being paid. Any revisions, to these rates will be provided to Town Meeting Members as early as possible before May 6, 1985.

Assessor, Chairman	$ 1,800.
Assessor, others	1,500.
Selectman, Chairman	1,800.
Selectmen, others	1,500.
Town Clerk	26,500.

or to take any other action relative thereto.

MOVED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1985 as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board and subject to the longevity provisions of paragraph (j) Section 20 of the Consolidated Personnel By-Laws as follows:

Assessor, Chairman	$ 1,800.
Assessor, others	1,500.
Selectman, Chairman	1,800.
Selectmen, others	1,500.

Mr. Paul H. Attridge, Chairman, Personnel Board, presented a brief review of the Board's activities during the past year.

He announced that negotiations have been successfully completed with three of the six bargaining units. Agreements have been ratified by the Needham Police Union, Needham Police Superior Officer's Association and Needham Public Works Association.

Mr. Attridge moved to amend the motion by adding the following:

	Minimum	2nd Step	3rd Step	4th Step	Maximum
Town Clerk S-24	27,252.	28,217.	29,291.	30,383.	31,473.

Mr. Arthur E. Engdahl, Jr. presented the proposal on behalf of the Personnel Board.

Needham resident Richard Jones opposed the salaries for the Board of Selectmen until the Board addresses the concerns of the residents.

Mr. Francis G. Denneen moved the previous question and it was so voted by voice vote.

Mr. Attridge's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1985 as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board and subject to the longevity provisions of paragraph (j) Section 20 of the Consolidated Personnel By-Laws as follows:

Assessor, Chairman	$ 1,800.
Assessor, others	1,500.
Selectman, Chairman	1,800.
Selectmen, others	1,500.

	Minimum	2nd Step	3rd Step	4th Step	Maximum
Town Clerk S-24	27,252.	28,217.	29,291.	30,383.	31,473.

ARTICLE 6 was adopted unanimously earlier.

ARTICLE 7
To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 20 of the Consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involved, said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting; and to amend subsection (j) by changing the word "fifty dollars" found in said subsection so that said new subsection (j) will read as follows:

(j) In addition to the step rate increases or advancement provided in paragraph (g) above, there shall be added to the annual compensation of each full-time employee of the Town, including each full-time hourly rated employee with exception of all employees in the Welfare Department who are being paid under the compensation plan established under the provisions of General Laws, Chapter 31, Section 47D, the sum of one hundred dollars after completion of each and every five years of continuous full-time employment. Interruption of such employment for the purpose of performing military service shall not be deemed to break the continuity of service with the Town in calculating benefits payable under this paragraph, provided that no employment other than military service is entered into by the employee during the period of said interruption. Subject to the approval of the Personnel Board, a full-time employee whose employment has been interrupted through no fault of his own and who has been

subsequently reinstated to full-time employment, may be given credit for longevity purposes for such prior town service. The provisions of this paragraph as to added compensation shall have no retroactive effect and shall operate only from and after the date of adoption by the Town; or take any other action relative thereto.

MOVED: That the Town ratify, confirm and approve the action of the Personnel Board authorized by Section 20 of the Consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involved, said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting; and to amend subsection (j) by changing the word "fifty dollars" found in said subsection so that said new subsection (j) will read as follows:

(j) In addition to the step rate increases or advancement provided in paragraph (g) above, there shall be added to the annual compensation of each full-time employee of the Town, including each full-time hourly rated employee with exception of all employees in the Welfare Department who are being paid under the compensation plan established under the provisions of General Laws, Chapter 31, Section 47D, the sum of one hundred dollars after completion of each and every five years of continuous full-time employment. Interruption of such employment for the purpose of performing military service shall not be deemed to break the continuity of service with the Town in calculating benefits payable under this paragraph, provided that no employment other than military service is entered into by the employee during the period of said interruption. Subject to the approval of the Personnel Board, a full-time employee whose employment has been interrupted through no fault of his own and who has been subsequently reinstated to full-time employment, may be given credit for longevity purposes for such prior town service. The provisions of this paragraph as to added compensation shall have no retroactive effect and shall operate only from and after the date of adoption by the Town.

A motion to amend was offered by Mr. Paul H. Attridge to add the words "of Section 20" after the words "subsection (j)" in the eighth and tenth lines of the first paragraph; and to delete the words "with exception of all employees in the Welfare Department who are being paid under the compensation plan established under the provisions of General Laws, Chapter 31, Section 47D," beginning on the fifth line of the second paragraph.

Mr. John Sullivan addressed this article on behalf of the Personnel Board urging affirmative action.

Mr. Attridge's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town ratify, confirm and approve the action of the Personnel Board authorized by Section 20 of the Consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involved, said action taken by the Personnel Board occurred since the 1984 Annual Town Meeting; and to amend subsection (j) of Section 20 by changing the word "fifty dollars" found in said subsection so that said new subsection (j) of Section 20 will read as follows:

(j) In addition to the step rate increases or advancement provided in paragraph (g) above, there shall be added to the annual compensation of each full-time employee of the Town, including each full-time hourly rated employee the sum of one hundred dollars after completion of each and every five years of continuous full-time employment. Interruption of such employment for the purpose of performing military service shall not be deemed to break the continuity of service with the Town in calculating benefits payable under this paragraph, provided that no employment other than military service is entered into by the employee during the period of said interruption. Subject to the approval of the Personnel Board, a full-time employee whose employment has been interrupted through no fault of his own and who has been subsequently reinstated to full-time employment, may be given credit for longevity purposes for such prior town service. The provisions of this paragraph as to added compensation shall have no retroactive effect and shall operate only from and after the date of adoption by the Town.

ARTICLE 8 was adopted unanimously earlier.

ARTICLE 9 was adopted unanimously earlier.

ARTICLE 10

To see if the town will vote to amend the Consolidated Personnel By-Law of the town by striking out Section 17 thereof in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation of the Paid Appointive Service.

NOTE: Any revisions to Section 17 will be provided to Town Meeting Members as early as possible before May 6, 1985.

SECTION 17: CLASSIFICATION and STANDARD RATES OF COMPENSATION of the PAID APPOINTIVE SERVICE. Except as otherwise required by State Law, the classes of positions in this Paid Appointive Service by the Town other than those in the service of the School Department and Glover Memorial Hospital and the Standard Rates of Compensation thereof effective July 1, 1985, and the compensation of positions classified by the Director of Civil Service effective July 1, 1985 may be found in the Consolidated Personnel By-Law which is incorporated herein by reference.

MOVED: That the Town amend the Consolidated Personnel By-Law of the town by striking out Section 17 thereof in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation of the Paid Appointive Service.

SECTION 17: CLASSIFICATION and STANDARD RATES OF COMPENSATION of the PAID APPOINTIVE SERVICE. Except as otherwise required by State Law, the classes of positions in this Paid Appointive Service by the Town other than those in the service of the School Department and Glover Memorial Hospital and the Standard Rates of Compensation thereof effective July 1, 1985, and the compensation of positions classified by the Director of Civil Service effective July 1, 1985.

Alphabetical list of full-time and part-time position classes and allocation to compensation grade or schedule:

CLASS TITLE	GRADE or SCHEDULE
Accounting Clerk	S-7
Accounts Payable Clerk	S-9
Activity Instructor or Supervisor (P.T.)	Schedule C
Administrative Assessor	S-25
Administrative Assistant, DPW	S-20
Administrative Clerk, Assessors	S-11
Administrative Clerk, Building	S-8
Administrative Clerk, DPW	S-11
Administrative Clerk, Finance	S-9
Administrative Clerk, Health	S-9
Administrative Clerk, Park & Recreation	S-9
Administrative Clerk, Personnel	S-7
Administrative Clerk, Planning	S-7
Administrative Clerk, Police	S-9
Administrative Clerk, Retirement	S-9
Administrative Clerk, Selectmen	S-9
Administrative Clerk, Town Clerk	S-7
Administrative Clerk, Treasurer/ Tax Collector	S-11
Administrative Clerk, Youth Commission	S-7
Animal Inspector (P.T.)	Schedule C
Arts & Crafts Workshop Assistant (P.T.)	Schedule C
Arts & Crafts Workshop Director (P.T.)	Schedule C
Assistant Administrative Assessor	S-18
Assistant Cataloger	S-8
Assistant Children's Librarian	S-8
Assistant Director of Public Library	S-18
Assistant Pool Supervisor (P.T.)	Schedule C
Assistant Recreation Supervisor (P.T.)	Schedule C
Assistant Superintendent (Fire Alarm)	FA-2
Assistant Town Clerk	S-10
Associate Director of Council on Aging	S-12
Athletic Official or Referee (P.T.)	Schedule C
Branch Librarian	S-10
Building Inspector (Substitute) (P.T.)	Schedule C
Bus Driver	Schedule C
Call Firefighter (P.T.)	Schedule C
Canvasser (P.T.)	Schedule C
Captain of Lifeguards (P.T.)	Schedule C
Captain of Swim Instructors (P.T.)	Schedule C
Caseworker	S-20
Cataloger	S-15
Children's Librarian	S-15
Circulation Supervisor	S-11
Civil Engineer, Grade I	S-10
Civil Engineer, Grade II	S-14
Civil Engineer, Grade III (2) (12)	S-17
Civil Engineer, Grade IV (2) (12)	S-21
Clerk	S-1
Clerk (P.T.)	Schedule C
Clerk, DPW	S-7
Clerk, Health	S-5
Clerk, Park & Recreation	S-5
Clerk, Payroll & Bookkeeping, DPW	S-7
Clerk, Police	S-7
Clerk, Treasurer & Tax Collector	S-7
Clerk, Veterans' Benefits	S-5
Committee Secretary (P.T.)	Schedule C
Committee Secretary, Board of Appeals (P.T.)	Schedule C
Computer Operator	S-11
Control Clerk, Data Processing	S-11
Council on Aging Executive Director	S-19
Custodial Worker	S-5
Data Processing Manager	S-26
Day Camp Director (P.T.)	Schedule C
Day Camp Counselor (P.T.)	Schedule C
Deputy Fire Chief (10)	F-4
Director of Civil Defense	Schedule C
Director of Finance (16)	S-33
Director of Parks & Recreation	S-24
Director of Public Library	S-25
Director of Public Works (8)	S-35
Division Superintendent (Highway) (1)	S-25
Division Superintendent (Park) (1)	S-25
Division Superintendent (Sewer) (1)	S-25
Division Superintendent (Water)	S-25
Dog Officer	S-14
Employment Counselor	S-15
Equipment Mechanic	W-6
Equipment Welder	W-6
Executive Clerk	S-10
Executive Secretary, Selectmen	S-33
Excise Tax Clerk, Assessors	S-7
Finance Committee Executive Secretary (P.T.)	Schedule C
Fire Captain (10)	F-3
Fire Chief	F-5
Firefighter (5) (10) (13)	F-1
Fire Lieutenant (10)	F-2
Garage and Equipment Supervisor	S-22
Garage Mechanic	W-4
General Foreman - Highway, Sewer, Water Division	S-20
Gymnastics Workshop Director (P.T.)	Schedule C
Gymnastics Workshop Assistant (P.T.)	Schedule C
Heavy Equipment Operator	W-4
Inspector of Buildings	S-23
Inspector of Plumbing	S-18
Inspector of Wires	S-18
Junior Building Custodian	S-7
Junior Building Custodian (P.T.)	Schedule C
Junior Sailing Instructor (P.T.)	Schedule C
Key Punch Operator	S-6
Key Punch Operator, Junior	S-4
Key Punch Operator, Senior	S-9
Laborer	W-1
Laborer, Senior	W-2
Library Assistant I	S-3
Library Assistant I (P.T.)	Schedule C
Library Assistant II	S-5
Library Assistant II (P.T.)	Schedule C
Library Page (P.T.)	Schedule C

Lifeguard (P.T.)	Schedule C
Lineman	FA-1
Maintenance Man	W-3
Maintenance Worker Custodian, Police	S-12
Master Mechanic	W-8
Memorial Park Supervisor	S-18
Meter Repairman	W-4
Minibus Coordinator	Schedule C
Motor Equipment Operator	W-2
Nutritionist	S-15
Patrolman (3) (6) (7) (9) (10) (14)	P-2
Personnel Director	S-24
Planning Director	S-26
Playground Director (P.T.)	Schedule C
Playleader (P.T.)	Schedule C
Plumbing and Gas Inspector (Substitute) (P.T.)	Schedule C
Police Chief	P-5
Police Lieutenant (6) (10) (11)	P-4
Police Maintenance Man	S-11
Police Matron (P.T.)	Schedule C
Police Sergeant (3) (4) (6) (7) (9) (10)	P-3
Pool Booth Attendant (P.T.)	Schedule C
Pool Maintenance Worker (P.T.)	Schedule C
Pool Supervisor (P.T.)	Schedule C
Principal Clerk	S-6
Programmer	S-18
Programmer/Computer Operator	S-15
Property Betterment Clerk, Assessors	S-7
Property Transfer and Land Records Clerk, Assessors	S-9
Provisional Appointee (Police Department)	P-1
Public Health Nurse	S-15
Public Works Craftsman	W-4
Public Works Dispatcher	W-4
Public Works Inspector	S-14
Public Works Specialist	W-5
Pumping Station Operator	W-4
Racquet Sports Camp Director (P.T.)	Schedule C
Racquet Sports Camp Assistant (P.T.)	Schedule C
Records Clerk, D.P.W.	S-7
Recreation Supervisor (P.T.)	Schedule C
Reference Librarian	S-15
Reference Librarian (P.T.)	Schedule C
Reference Supervisor	S-16
Registrar of Voters (P.T.)	Schedule C
Sanitarian	S-19
Sanitarian (Substitute) (P.T.)	Schedule C
Sealer of Weights & Measures (P.T.)	Schedule C
Senior Building Custodian	S-11
Senior Programmer	S-20
Senior Sailing Instructor (P.T.)	Schedule C
Shovel Operator	W-6
Storekeeper	W-2
Student Draftsman and Rodman (P.T.)	Schedule C
Swim Instructor (P.T.)	Schedule C
Switchboard Operator	S-3
Tax Clerk, Treasurer/Tax Collector	S-9
Temporary Janitor (P.T.)	Schedule C
Temporary Laborer (P.T.)	Schedule C
Tennis Court Monitor (P.T.)	Schedule C
Tennis Specialist (P.T.)	Schedule C
Tennis Supervisor (P.T.)	Schedule C
Town Comptroller	S-24
Town Counsel (P.T.)	Schedule C
Town Engineer (1)	S-27
Town Treasurer & Tax Collector	S-24
Traffic Supervisor (P.T.)	Schedule C
Tree Climber	W-4
Veterans' Agent (P.T.)	Schedule C
Water Meter Reader	W-3
Wiring Inspector (Substitute P.T.)	Schedule C
Working Foreman (15)	W-6
Young Adults Librarian	S-15
Youth Coordinator	S-24

SCHEDULE A FOOTNOTES

(1) Additional $100 per month when assigned to and performing the duties of Assistant Director of Public Works.

(2) Additional $100 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.

(3) Additional $900 per year when assigned to and performing the duties of Detective as designated by the Police Chief.

(4) Additional $40 per month when assigned to and performing the duties of Station Commander as designated by the Police Chief.

(5) Additional $75 per month when assigned to and performing the duties of Equipment Mechanic as designated by the Fire Chief.

(6) Additional 5% of base salary when assigned permanently to the night shifts as designated by the Police Chief.

(7) Additional $50 per month when assigned to and performing the duties of a Specialist - Youth Officer as designated by the Police Chief.

(8) Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive, of the Needham Special Home Rule Charter Act (Acts of 1971, c.403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.

(9) Additional $1,000 per year when assigned to and performing the duties of Principal Prosecuting Officer as designated by the Police Chief.

(10) The following additional amounts when certified and acting as Emergency Medical Technician: Patrolman, Police Sergeant, Firefighter, Fire Lieutenant, Fire Captain - .0235 of base rate per year; Deputy Fire Chief - $465 per year.

(11) Additional $700 per year when assigned to and performing the duties of Acting Police Chief as designated by the Police Chief.

(12) Additional $50 per month when assigned to and performing the duties of Assistant Town Engineer as designated by the Director of Public Works.

(13) Additional $75 per month when assigned to and performing the duties of Fire Inspector as designated by the Fire Chief.

(14) Additional $50 per month when assigned to and performing the duties of Safety Officer as designated by the Police Chief.

(15) Additional $75 per month when assigned to and performing the duties of Deputy Tree Warden.

(16) Additional $600 per year when assigned to and performing the duties of Workman's Compensation Agent.

SCHEDULE B-1

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
S-35	40,888.	42,390.	43,884.	45,403.	46,976.
S-34	39,399.	40,888.	42,390.	43,884.	45,403.
S-33	37,900.	39,399.	40,888.	42,390.	43,884.
S-32	36,534.	37,900.	39,399.	40,888.	42,390.
S-31	35,261.	36,534.	37,900.	39,399.	40,888.
S-30	33,930.	35,261.	36,534.	37,900.	39,399.
S-29	32,702.	33,930.	35,261.	36,534.	37,900.
S-28	31,473.	32,702.	33,930.	35,261.	36,534.
S-27	30,383.	31,473.	32,702.	33,930.	35,261.
S-26	29,291.	30,383.	31,473.	32,702.	33,930.
S-25	28,217.	29,291.	30,383.	31,473.	32,702.
S-24	27,252.	28,217.	29,291.	30,383.	31,473.
S-23	26,290.	27,252.	28,217.	29,291.	30,383.
S-22	25,335.	26,290.	27,252.	28,217.	29,291.
S-21	24,386.	25,335.	26,290.	27,252.	28,217.
S-20	23,564.	24,386.	25,335.	26,290.	27,252.
S-19	22,735.	23,564.	24,386.	25,335.	26,290.
S-18	21,925.	22,735.	23,564.	24,386.	25,335.
S-17	21,116.	21,925.	22,735.	23,564.	24,386.
S-16	20,432.	21,116.	21,925.	22,735.	23,564.
S-15	19,746.	20,432.	21,116.	21,925.	22,735.
S-14	19,060.	19,746.	20,432.	21,116.	21,925.
S-13	18,377.	19,060.	19,746.	20,432.	21,116.
S-12	17,690.	18,377.	19,060.	19,746.	20,432.
S-11	17,005.	17,690.	18,377.	19,060.	19,746.
S-10	16,464.	17,005.	17,690.	18,377.	19,060.
S-9	15,913.	16,464.	17,005.	17,690.	18,377.
S-8	15,371.	15,913.	16,464.	17,005.	17,690.
S-7	14,826.	15,371.	15,913.	16,464.	17,005.
S-6	14,282.	14,826.	15,371.	15,913.	16,464.
S-5	13,733.	14,282.	14,826.	15,371.	15,913.
S-4	13,316.	13,733.	14,282.	14,826.	15,371.
S-3	12,913.	13,316.	13,733.	14,282.	14,826.
S-2	12,509.	12,913.	13,316.	13,733.	14,282.
S-1	12,099.	12,509.	12,913.	13,316.	13,733.

SCHEDULE B-2
Police Salary Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
P-5		40,796.	42,324.	43,850.	45,474.
P-4			30,262.	31,353.	32,514.
P-3			25,394.	26,310.	27,284.
P-2		20,398.	21,162.	21,925.	22,737.
P-1			20,398.	21,162.	21,925.

SCHEDULE B-3
Fire Salary Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
F-5		40,796.	42,324.	43,850.	45,474.
F-4		25,120.	25,958.	26,790.	27,628.
F-3				24,999.	25,779.
F-2		21,564.	22,282.	22,999.	23,716.
F-1		18,751.	19,377.	19,998.	20,623.

SCHEDULE B-4
Fire Alarm Salary Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
FA-2	21,983.	22,750.	23,638.	24,526.	25,424.
FA-1	19,063.	19,699.	20,455.	21,210.	21,983.

SCHEDULE B-5
Hourly Wage Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
W-8	9.09	9.44	9.78	10.14	10.54
W-7	8.80	9.09	9.44	9.78	10.14
W-6	8.45	8.80	9.09	9.44	9.78
W-5	8.13	8.45	8.80	9.09	9.44
W-4	7.83	8.13	8.45	8.80	9.09
W-3	7.54	7.83	8.13	8.45	8.80
W-2	7.31	7.54	7.83	8.13	8.45
W-1	7.06	7.31	7.54	7.83	8.13

SCHEDULE C
Rates for Part-Time and Seasonal Position Classes

		Rate
*	Activity Instructor or Supervisor (P.T.)	
	Group A (per session)	15.00
	Group B (per session)	18.00
	Group C (per session)	21.00
	Group D (per session)	25.00
	Group E (per session)	32.00
	Animal Inspector (P.T.) (per annum)	2,477.00
	Arts and Crafts Workshop Assistant (P.T.) (per hour)	4.31
	Arts and Crafts Workshop Director (P.T.) (per hour)	4.73
	Assistant Pool Supervisor (P.T.) (per hour)	5.25
	Assistant Recreation Supervisor (P.T.) (per hour)	4.99
*	Athletic Official or Referee	
	Group A (per session)	5.00
	Group B (per session)	7.50
	Group C (per session)	10.00
	Group D (per session)	12.00
	Group E (per session)	15.00
*	Building Inspector (substitute) (P.T.)	
	(per diem)	41.00
	(or per inspection)	12.00
	Bus Driver (P.T.) (per hour)	4.73
*	Call Firefighter (P.T.) (per annum)	877.00
	Canvasser (P.T.) (per hour)	4.31
	Captain of Lifeguards (P.T.) (per hour)	5.25
	Captain of swim Instructors (P.T.) (per hour)	5.25
*	Clerk (P.T.) (per hour)	3.50
	Committee Secretary (P.T.) (per hour)	6.62
	Committee Secretary - Board of Appeals (P.T.) (per hour)	7.46
	Day Camp Counselor (P.T.) (per hour)	4.31
	Day Camp Director (P.T.) (per hour)	4.73
	Director of Civil Defense (per annum)	2,000.00
	Finance Committee Executive Secretary (P.T.) (per annum)	6,815.00
	Gymnastics Workshop Assistant (P.T.) (per hour)	4.31
	Gymnastics Workshop Director (P.T.) (per hour)	4.73
	Junior Building Custodian (P.T.) (per hour)	6.46
	Junior Sailing Instructor (P.T.) (per hour)	4.62
	Library Assistant I (P.T.) (per hour)	5.30
	Library Assistant II (P.T.) (per hour)	5.99
*	Library Page (P.T.) (per hour)	3.50
	Lifeguard (P.T.) (per hour)	5.04
	Minibus Coordinator (P.T.) (per annum)	6,272.00

	Playground Director (P.T.) (per hour)	4.46
	Playleader (P.T.) (per hour)	4.15
*	Plumbing and Gas Inspector (substitute) (P.T.) (per diem)	41.00
	(or per inspection)	12.00
*	Police Matron (P.T.) (per hour)	3.50
	(or minimum)	8.40
	Pool Booth Attendant (P.T.) (per hour)	4.46
	Pool Maintenance Worker (P.T.) (per hour)	4.62
	Pool Supervisor	5.93
	Racquet Sports Camp Assistant (P.T.) (per hour)	4.31
	Racquet Sports Camp Director (P.T.) (per hour)	4.46
	Recreation Supervisor (P.T.) (per hour)	5.72
	Reference Librarian (P.T.) (per hour)	8.61
*	Registrar of Voters (P.T.) (per hour)	4.00
*	Sanitarian (substitute P.T.) (per diem)	27.00
	Sealer of Weights and Measures (P.T.) (per annum)	5,709.00
	Senior Sailing Instructor (P.T.) (per hour)	4.99
	Student Draftsman and Rodman (P.T.) (per hour)	
	First Year Student	6.56
	Second Year Student	6.83
	Third Year Student	7.09
	Fourth Year Student	7.35
	Fifth Year Student	7.61
	Swim Instructor (P.T.) (per hour)	5.04
*	Temporary Janitor (P.T.) (per hour)	3.50
	Temporary Laborer (per hour)	
	First Year	4.36
	Second Year	4.67
	Third Year	4.99
	Fourth Year	5.30
	Fifth Year	5.67
	Tennis Court Monitor (P.T.) (per hour)	4.31
	Tennis Specialist (P.T.) (per hour)	4.73
	Tennis Supervisor (P.T.) (per hour)	4.99
	Town Counsel (P.T.) (per annum)	33,853.00
	Traffic Supervisor (P.T.) (per month)	404.00
	Veterans' Agent (P.T.) (per annum)	10,855.00
*	Wiring Inspector (substitue P.T.) (Per diem)	41.00
	(or per inspection)	12.00

* No increase

A motion to amend was offered by Mr. Paul H. Attridge to add the words "shall be as follows" after July 1, 1985 in the last line of the second paragraph.

A second motion to amend was offered by Mr. Paul H. Attridge to substitute Schedules A, A Footnotes, B-1 and C as mailed to the Town Meeting Members.

A third motion to amend was offered by Mr. Paul H. Attridge to add Schedule B-1, B-3, B-4 and B-5 as provided this evening.

A fourth motion to amend was offered by Mr. Paul H. Attridge to correct Schedule C as provided at the bottom of Schedule B-2 to read as follows: "Registrars of Voters (P.T.)(per annum) 400.00".

Mr. Paul H. Attridge, Chariman, presented the proposal on behalf of the Personnel Board. He stated that the Personnel Board recommends a 5% general wage increase to all town employees excluding F-4, F-3, F-2, F-1, FA-2 and FA-1 in Schedule B-3 and B-4 since negotiations have not been completed with the International Firefighters Local #1706, Units A, B & C.

Mr. Attridge's first motion to amend was presented and carried unanimously by voice vote.

Mr. Attridge's second motion to amend was presented and carried unanimously by voice vote.

Mr. Attridge's third motion to amend was presented and carried unanimously by voice vote.

Mr. Attridge's fourth motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the Consolidated Personnel By-Law of the town by striking out Section 17 thereof in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation of the Paid Appointive Service.

SECTION 17: CLASSIFICATION and STANDARD RATES OF COMPENSATION of the PAID APPOINTIVE SERVICE. Except as otherwise required by State Law, the classes of positions in this Paid Appointive Service by the Town other than those in the service of the School Department and Glover Memorial Hospital and the Standard Rates of Compensation thereof effective July 1, 1985, and the compensation of positions classified by the Director of Civil Service effective July 1, 1985 shall be as follows:

CLASS TITLE	GRADE or SCHEDULE
Accounting Clerk	S-7
Accounts Payable Clerk	S-9
Activity Instructor or Supervisor (P.T.)	Schedule C
Administrative Assessor	S-25
Administrative Assistant, DPW	S-20
Administrative Clerk, Assessors	S-11
Administrative Clerk, Building	S-8
Administrative Clerk, DPW	S-11
Administrative Clerk, Finance	S-9
Administrative Clerk, Health	S-9
Administrative Clerk, Park & Recreation	S-9
Administrative Clerk, Personnel	S-7
Administrative Clerk, Planning	S-7
Administrative Clerk, Police	S-9
Administrative Clerk, Retirement	S-9
Administrative Clerk, Selectmen	S-9
Administrative Clerk, Town Clerk	S-7
Administrative Clerk, Treasurer/ Tax Collector	S-11
Administrative Clerk, Youth Commission	S-7
Animal Inspector (P.T.)	Schedule C
Arts & Crafts Workshop Assistant (P.T.)	Schedule C
Arts & Crafts Workshop Director (P.T.)	Schedule C
Assistant Administrative Assessor	S-18
Assistant Cataloger	S-8
Assistant Children's Librarian	S-8

Assistant Director of Public Library	S-18
Assistant Pool Supervisor (P.T.)	Schedule C
Assistant Recreation Supervisor (P.T.)	Schedule C
Assistant Superintendent (Fire Alarm)	FA-2
Assistant Town Clerk	S-10
Associate Director of Council on Aging	S-12
Athletic Official or Referee (P.T.)	Schedule C
Branch Librarian	S-10
Building Inspector (Substitute) (P.T.)	Schedule C
Bus Driver	Schedule C
Call Firefighter (P.T.)	Schedule C
Canvasser (P.T.)	Schedule C
Captain of Lifeguards (P.T.)	Schedule C
Captain of Swim Instructors (P.T.)	Schedule C
Caseworker	S-20
Cataloger	S-15
Children's Librarian	S-15
Circulation Supervisor	S-11
Civil Engineer, Grade I	S-10
Civil Engineer, Grade II	S-14
Civil Engineer, Grade III (2) (12)	S-17
Civil Engineer, Grade IV (2) (12)	S-21
Clerk	S-1
Clerk (P.T.)	Schedule C
Clerk, DPW	S-7
Clerk, Health	S-5
Clerk, Park & Recreation	S-5
Clerk, Payroll & Bookkeeping, DPW	S-7
Clerk, Police	S-7
Clerk, Treasurer & Tax Collector	S-7
Clerk, Veterans' Benefits	S-5
Committee Secretary, Board of Appeals (P.T.)	Schedule C
Computer Operator	S-11
Control Clerk, Data Processing	S-11
Council on Aging Executive Director	S-19
Custodial Worker	S-5
Data Processing Manager	S-26
Day Camp Director (P.T.)	Schedule C
Day Camp Counselor (P.T.)	Schedule C
Deputy Fire Chief (10)	F-4
Director of Civil Defense	Schedule C
Director of Finance (16)	S-33
Director of Parks & Recreation	S-24
Director of Public Library	S-25
Director of Public Works (8)	S-35
Division Superintendent (Highway) (1)	S-25
Division Superintendent (Park) (1)	S-25
Division Superintendent (Sewer) (1)	S-25
Division Superintendent (Water)	S-25
Dog Officer	S-14
Employment Counselor	S-15
Equipment Mechanic	W-6
Equipment Welder	W-6
Executive Clerk	S-10
Executive Secretary, Selectmen	S-33
Excise Tax Clerk, Assessors	S-7
Finance Committee Executive Secretary (P.T.)	Schedule C
Fire Captain (10)	F-3
Fire Chief	F-5
Firefighter (5) (10) (13)	F-1
Fire Lieutenant (10)	F-2
Garage and Equipment Supervisor	S-22
Garage Mechanic	W-4
General Foreman - Highway, Sewer, Water Division	S-20
Gymnastics Workshop Director (P.T.)	Schedule C
Gymnastics Workshop Assistant (P.T.)	Schedule C
Heavy Equipment Operator	W-4
Inspector of Buildings	S-23
Inspector of Plumbing	S-18
Inspector of Wires	S-18
Junior Building Custodian	S-7
Junior Building Custodian (P.T.)	Schedule C
Junior Sailing Instructor (P.T.)	Schedule C
Key Punch Operator	S-6
Key Punch Operator, Junior	S-4
Key Punch Operator, Senior	S-9
Laborer	W-1
Laborer, Senior	W-2
Library Assistant I	S-3
Library Assistant I (P.T.)	Schedule C
Library Assistant II	S-5
Library Assistant II (P.T.)	Schedule C
Library Page (P.T.)	Schedule C
Lifeguard (P.T.)	Schedule C
Lineman	FA-1
Maintenance Man	W-3
Maintenance Worker Custodia, Police	S-12
Master Mechanic	W-8
Memorial Park Supervisor	S-18
Meter Repairman	W-4
Minibus Coordinator	Schedule C
Motor Equipment Operator	W-2
Nutritionist	S-15
Patrolman (3) (6) (7) (9) (10) (14)	P-2
Personnel Director	S-24
Planning Director	S-26
Playground Director (P.T.)	Schedule C
Playleader (P.T.)	Schedule C
Plumbing and Gas Inspector (Substitute) (P.T.)	Schedule C
Police Chief	P-5
Police Lieutenant (6) (10) (11)	P-4
Police Maintenance Man	S-11
Police Matron (P.T.)	Schedule C
Police Sergeant (3) (4) (6) (7) (9) (10)	P-3
Pool Booth Attendant (P.T.)	Schedule C
Pool Maintenance Worker (P.T.)	Schedule C
Pool Supervisor (P.T.)	Schedule C
Principal Clerk	S-6
Programmer	S-18
Programmer/Computer Operator	S-15
Property Betterment Clerk, Assessors	S-7
Property Transfer and Land Records Clerk, Assessors	S-9
Provisional Appointee (Police Department)	P-1
Public Health Nurse	S-15
Public Works Craftsman	W-4
Public Works Dispatcher	W-4
Public Works Inspector	S-14
Public Works Specialist	W-5
Pumping Station Operator	W-4
Racquet Sports Camp Director (P.T.)	Schedule C
Racquet Sports Camp Assistant (P.T.)	Schedule C
Records Clerk, D.P.W.	S-7
Recreation Supervisor (P.T.)	Schedule C
Reference Librarian	S-15
Reference Librarian (P.T.)	Schedule C
Reference Supervisor	S-16

Registrar of Voters (P.T.)	Schedule C
Sanitarian	S-19
Sanitarian (Substitute) (P.T.)	Schedule C
Sealer of Weights & Measures (P.T.)	Schedule C
Senior Building Custodian	S-11
Senior Programmer	S-20
Senior Sailing Instructor (P.T.)	Schedule C
Shovel Operator	W-6
Storekeeper	W-2
Student Draftsman and Rodman (P.T.)	Schedule C
Swim Instructor (P.T.)	Schedule C
Switchboard Operator	S-3
Tax Clerk, Treasurer/Tax Collector	S-9
Temporary Janitor (P.T.)	Schedule C
Temporary Laborer (P.T.)	Schedule C
Tennis Court Monitor (P.T.)	Schedule C
Tennis Specialist (P.T.)	Schedule C
Tennis Supervisor (P.T.)	Schedule C
Town Comptroller	S-24
Town Counsel (P.T.)	Schedule C
Town Engineer (1)	S-27
Town Treasurer & Tax Collector	S-24
Traffic Supervisor (P.T.)	Schedule C
Tree Climber	W-4
Veterans' Agent (P.T.)	Schedule C
Water Meter Reader	W-3
Wiring Inspector (Substitute P.T.)	Schedule C
Working Foreman (15)	W-6
Young Adults Librarian	S-15
Youth Coordinator	S-24

SCHEDULE A FOOTNOTES

(1) Additional $100 per month when assigned to and performing the duties of Assistant Director of Public Works.

(2) Additional $100 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.

(3) Additional $900 per year when assigned to and performing the duties of Detective as designated by the Police Chief.

(4) Additional $40 per month when assigned to and performing the duties of Station Commander as designated by the Police Chief.

(5) Additional $75 per month when assigned to and performing the duties of Equipment Mechanic as designated by the Fire Chief.

(6) Additional 5% of base salary when assigned permanently to the night shifts as designated by the Police Chief.

(7) Additional $50 per month when assigned to and performing the duties of a Specialist - Youth Officer as designated by the Police Chief.

(8) Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive, of the Needham Special Home Rule Charter Act (Acts of 1971, c.403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.

(9) Additional $1,000 per year when assigned to and performing the duties of Principal Prosecuting Officer as designated by the Police Chief.

(10) The following additional amounts when certified and acting as Emergency Medical Technician: Patrolman, Police Sergeant, Firefighter, Fire Lieutenant, Fire Captain - .0235 of base rate per year; Deputy Fire Chief - $465 per year.

(11) Additional $700 per year when assigned to and performing the duties of Acting Police Chief as designated by the Police Chief.

(12) Additional $50 per month when assigned to and performing the duties of Assistant Town Engineer as designated by the Director of Public Works.

(13) Additional $75 per month when assigned to and performing the duties of Fire Inspector as designated by the Fire Chief.

(14) Additional $50 per month when assigned to and performing the duties of Safety Officer as designated by the Police Chief.

(15) Additional $75 per month when assigned to and performing the duties of Deputy Tree Warden.

(16) Additional $600 per year when assigned to and performing the duties of Workman's Compensation Agent.

SCHEDULE B-1

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
S-35	40,888.	42,390.	43,884.	45,403.	46,976.
S-34	39,399.	40,888.	42,390.	43,884.	45,403.
S-33	37,900.	39,399.	40,888.	42,390.	43,884.
S-32	36,534.	37,900.	39,399.	40,888.	42,390.
S-31	35,261.	36,534.	37,900.	39,399.	40,888.
S-30	33,930.	35,261.	36,534.	37,900.	39,399.
S-29	32,702.	33,930.	35,261.	36,534.	37,900.
S-28	31,473.	32,702.	33,930.	35,261.	36,534.
S-27	30,383.	31,473.	32,702.	33,930.	35,261.
S-26	29,291.	30,383.	31,473.	32,702.	33,930.
S-25	28,217.	29,291.	30,383.	31,473.	32,702.
S-24	27,252.	28,217.	29,291.	30,383.	31,473.
S-23	26,290.	27,252.	28,217.	29,291.	30,383.
S-22	25,335.	26,290.	27,252.	28,217.	29,291.
S-21	24,386.	25,335.	26,290.	27,252.	28,217.
S-20	23,564.	24,386.	25,335.	26,290.	27,252.
S-19	22,735.	23,564.	24,386.	25,335.	26,290.
S-18	21,925.	22,735.	23,564.	24,386.	25,335.
S-17	21,116.	21,925.	22,735.	23,564.	24,386.
S-16	20,432.	21,116.	21,925.	22,735.	23,564.
S-15	19,746.	20,432.	21,116.	21,925.	22,735.
S-14	19,060.	19,746.	20,432.	21,116.	21,925.
S-13	18,377.	19,060.	19,746.	20,432.	21,116.
S-12	17,690.	18,377.	19,060.	19,746.	20,432.
S-11	17,005.	17,690.	18,377.	19,060.	19,746.
S-10	16,464.	17,005.	17,690.	18,377.	19,060.
S-9	15,913.	16,464.	17,005.	17,690.	18,377.
S-8	15,371.	15,913.	16,464.	17,005.	17,690.
S-7	14,826.	15,371.	15,913.	16,464.	17,005.
S-6	14,282.	14,826.	15,371.	15,913.	16,464.
S-5	13,733.	14,282.	14,826.	15,371.	15,913.
S-4	13,316.	13,733.	14,282.	14,826.	15,371.
S-3	13,913.	13,316.	13,733.	14,282.	14,826.
S-2	12,509.	12,913.	13,316.	13,733.	14,282.
S-1	12,099.	12,509.	12,913.	13,316.	13,733.

SCHEDULE B-2
Police Salary Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
P-5		40,796.	42,324.	43,850.	45,474.
P-4			30,262.	31,353.	32,514.
P-3			25,394.	26,310.	27,284.
P-2		20,398.	21,162.	21,925.	22,737.
P-1			20,398.	21,162.	21,925.

SCHEDULE B-3
Fire Salary Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
F-5		40,796.	42,324.	43,850.	45,474.
F-4		25,120.	25,958.	26,790.	27,628.
F-3				24,999.	25,779.
F-2		21,564.	22,282.	22,999.	23,716.
F-1		18,751.	19,377.	19,998.	20,623.

SCHEDULE B-4
Fire Alarm Salary Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
FA-2	21,983.	22,750.	23,638.	24,526.	25,424.
FA-1	19,063.	19,699.	20,455.	21,210.	21,983.

SCHEDULE B-5
Hourly Wage Schedule

Grade	Minimum	2nd Step	3rd Step	4th Step	Maximum
W-8	9.54	9.91	10.27	10.65	11.07
W-7	9.24	9.54	9.91	10.27	10.65
W-6	8.87	9.24	9.54	9.91	10.27
W-5	8.54	8.87	9.24	9.54	9.91
W-4	8.22	8.54	8.87	9.24	9.54
W-3	7.92	8.22	8.54	8.87	9.24
W-2	7.68	7.92	8.22	8.54	8.87
W-1	7.41	7.68	7.92	8.22	8.54

SCHEDULE C
Rates for Part-Time and Seasonal Position Classes

	Rate
* Activity Instructor or Supervisor (P.T.)	
Group A (per session)	15.00
Group B (per session)	18.00
Group C (per session)	21.00
Group D (per session)	25.00
Group E (per session)	32.00
Animal Inspector (P.T.) (per annum)	2,477.00
Arts and Crafts Workshop Assistant (P.T.) (per hour)	4.31
Arts and Crafts Workshop Director (P.T.) (per hour)	4.73
Assistant Pool Supervisor (P.T.) (per hour)	5.25
Assistant Recreation Supervisor (P.T.) (per hour)	4.99
* Athletic Official or Referee	
Group A (per session)	5.00
Group B (per session)	7.50
Group C (per session)	10.00
Group D (per session)	12.50
Group E (per session)	15.00
* Building Inspector (substitute) (P.T.) (per diem)	41.00
(or per inspection)	12.00
Bus Driver (P.T.) (per hour)	4.73
* Call Firefighter (P.T.) (per annum)	877.00
Canvasser (P.T.) (per hour)	4.31
Captain of Lifeguards (P.T.) (per hour)	5.25
Captain of swim Instructors (P.T.) (per hour)	5.25
Clerk (P.T.) (per hour)	3.50
Committee Secretary (P.T.) (per hour)	6.62
Committee Secretary - Board of Appeals (P.T.) (per hour)	7.46
Day Camp Counselor (P.T.) (per hour)	4.31
Day Camp Director (P.T.) (per hour)	4.73
Director of Civil Defense (per annum)	2,000.00
Finance Committee Executive Secretary (P.T.) (per annum)	6,815.00
Gymnastics Workshop Assistant (P.T.) (per hour)	4.31
Gymnastics Workshop Director (P.T.) (per hour)	4.73
Junior Building Custodian (P.T.) (per hour)	6.46
Junior Sailing Instructor (P.T.) (per hour)	4.62
Library Assistant I (P.T.) (per hour)	5.30
Library Assistant II (P.T.) (per hour)	5.99
Library Page (P.T.) (per hour)	3.50
Lifeguard (P.T.) (per hour)	5.04
Minibus Coordinator (P.T.) (per annum)	6,272.00
Playground Director (P.T.) (per hour)	4.46
Playleader (P.T.) (per hour)	4.15
* Plumbing and Gas Inspector (substitute) (P.T.) (per diem)	41.00
(or per inspection)	12.00
Police Matron (P.T.) (per hour)	3.50
(or minimum)	8.40
Pool Booth Attendant (P.T.) (per hour)	4.46
Pool Maintenance Worker (P.T.) (per hour)	4.62
Pool Supervisor	5.93
Racquet Sports Camp Assistant (P.T.) (per hour)	4.31
Racquet Sports Camp Director (P.T.) (per hour)	4.46
Recreation Supervisor (P.T.) (per hour)	5.72
Reference Librarian (P.T.) (per hour)	8.61
* Registrar of Voters (P.T.) (per hour)	4.00
* Sanitarian (substitute P.T.) (per diem)	27.00
Sealer of Weights and Measures (P.T.) (per annum)	5,709.00
Senior Sailing Instructor (P.T.) (per hour)	4.99
Student Draftsman and Rodman (P.T.) (per hour)	
First Year Student	6.56
Second Year Student	6.83
Third Year Student	7.09
Fourth Year Student	7.35
Fifth Year Student	7.61
Swim Instructor (P.T.) (per hour)	5.04
Temporary Janitor (P.T.) (per hour)	3.50
Temporary Laborer (per hour)	
First Year	4.36
Second Year	4.67
Third Year	4.99
Fourth Year	5.30
Fifth Year	5.67
Tennis Court Monitor (P.T.) (per hour)	4.31
Tennis Specialist (P.T.) (per hour)	4.73
Tennis Supervisor (P.T.) (per hour)	4.99
Town Counsel (P.T.) (per annum)	33,853.00
Traffic Supervisor (P.T.) (per month)	404.00
Veterans' Agent (P.T.) (per annum)	10,855.00
* Wiring Inspector (substitue P.T.) (Per diem)	41.00
(or per inspection)	12.00

* No increase

ARTICLE 11

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses.

Under Article 11 (Operating Budget) the Moderator stated that he would read the various items in the budget and if any Town Meeting Member wished to discuss an item or offer an amendment he was to indicate this by calling "question" or "debate". Those items so indicated were: 1, 2, 5, 7, 8, 14, 15, 16, 19, 23, 25, 26, 27, 29, 33, 38, 39, 41, 42, 43, 46, 49, 52, 53, 58, 59, 73, 74, 76, 88, 89, 92, 95, 139, 98, 101, 102, 180, 125, 181, 128, 133, 177, 135, 138, 145, 148, 150, 178, 152, 161, 166, 172, 18.

Mr. Charles E. Downe, Chairman, Finance Committee spoke relative to the fiscal 1986 budget which is being presented and indicated that 4% has been allocated to Capital Outlay with no borrowing for major improvements. He also stated that the estimated tax levy will fall under the 2-1/2 limit and that estimated receipts for new construction are double that of a year ago.

The following amendments to the budget article presented by the Finance Committee were voted in the affirmative:

Line 1	changed from	$124,489.	to	$130,851. *
Line 7	changed from	$275,000.	to	$300,000. *
Line 8	changed from	$1,246,200.	to	$1,401,975. *
Line 14	changed from	$92,000.	to	$90,996. *
Line 15	changed from	$42,757.	to	$52,093. *
Line 16	changed from	$3,000.	to	$3,245. *
Line 19	changed from	$31,154.	to	$34,824. *
Line 23	changed from	$32,241.	to	$33,853. *
	to be raised by transfer from the Parking Meter Fund $10,000., balance of $41,925. from the tax levy.			
Line 29	changed from	$126,412.	to	$132,678. *
Line 33	changed from	$375,847.	to	$413,265. *
Line 46	changed from	$5,000.	to	$35,000. *
Line 49	changed from	$6,490.	to	$6,815. *

In response to various inquiries from Town Meeting Members, Mr. H. Phillip Garrity, Jr., Chairman, Board of Selectmen, moved to postpone line items 33, 36, 38, 39, 41, 42 and missing line items 47 and 48 to a time certain, specifically the first order of business on Wednesday, May 8, 1985.

After a lengthy discussion, Mr. Robert Todd Pratt moved the previous question and it was so voted by voice vote.

Mr. Garrity's motion was presented and carried unanimously by voice vote.

Further amendments to the budget article offered by the Finance Committee were voted in the affirmative:

Line 51	the amount of $250,000. to be raised by transfer of $100,000. from the overlay surplus and the balance of $150,000. from the tax levy. *			
Line 52	changed from	$24,877.	to	$26,171. *
Line 53	changed from	$2,114,000.	to	$2,347,568.
	to be raised as follows: $15,000. from the Parking Meter Fund, $258,500. from Federal Revenue Sharing and the balance of $1,311,997. from the current tax levy.			

Under Line Item No. 58 Town Meeting Member Mary Ellen Hale expressed concern that money from the sale of schools be used to pay for salaries and indicated that perhaps it should be used for Capital Outlay.

The motion under Item No. 58, Education - Salaries, to approve the amount of $13,457,793. to be raised as follows: $478 from the Dwight School Fund and the balance of $13,457,315. from the current tax levy, was presented and it was unanimously voted.

At 11:05 P.M., Mr. Gilbert W. Cox moved that the meeting stand adjourned until Wednesday, May 8, 1985, at 7:30 P.M.

The motion to adjourn the meeting to Wednesday, May 8, 1985, at 7:30 P.M. was presented and the Moderator was in doubt as to the voice vote. The motion was again presented, but failed to pass by voice vote.

A motion to amend was offered by Mr. Peter A. Conrad under Item No. 71 that the amount of $250,000. be raised as follows: $20,000. from the sale of schools and the balance of $230,000. from the current tax levy.

Mr. Conrad's motion to amend was presented and carried unanimously by voice vote.

Further amendments to the budget article offered by the Finance Committee were voted in the affirmative:

Line 73	changed from	$1,502,876.	to	$1,585,497.
	to be raised as follows: $15,000. from the Parking Meter Fund, $258,500. from Federal Revenue Sharing and the balance of $1,311,997. from the current tax levy. *			
Line 74	changed from	$195,468.	to	$205,541. *
Line 76	changed from	$37,260.	to	$39,123. *

Under Item No. 88, Fire - Salaries, Mr. H. Phillip Garrity, Jr. addressed the issue of the regular and overtime salaries of the firefighters.

The motion under Item No. 88, Fire - Salaries/regular, to change the amount from $1,798,331. to $1,799,724. to be raised by $291,500. from Federal Revenue Sharing and the balance of $1,508,224. from the current tax levy, was presented and carried unanimously by voice vote.

Further amendments to the budget article offered by the Finance Committee were voted in the affirmative:

Line 95	changed from	$77,324.	to	$31,228. *

At 11:30 P.M., Mr. George Tarello moved that the meeting stand adjourned until Wednesday, May 8, 1985, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

(* unanimous)

Theodora K. Bertolet
Town Clerk

* * * *

ADJOURNED ANNUAL TOWN MEETING

May 8, 1985

Pursuant to adjournment of the Annual Town Meeting held May 6, 1985, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 8, 1985, at 7:30 P.M.

Check lists were used and 257 voters were checked on the list as being present, including 228 Town Meeting Members.

The Rev. Robert Hennessey, Associate Pastor, St. Joseph's Parish, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Those Town Meeting Members who were not present at the previous meeting were sworn to the faithful performance of their duties by the Town Clerk.

Discussion relative to Line Item Nos. 33, 36, 38, 39, 41, 42, and missing 47 and 48 commenced with an explanation regarding the history of these Line Items under the Department of Finance by Charles E. Downe, Chairman, Finance Committee.

Further amendments to the budget article offered by the Finance Committee were voted in the affirmative:

Line 98	changed from	$1,500.	to	$2,000. *
Line 101	changed from	$79,519.	to	$83,645. *
Line 102	changed from	$2,410.	to	$3,873. *
Line 104	changed from	$5,347.	to	$5,709. *
Line 106	changed from	$112,830.	to	$119,137. *
Line 107	changed from	$7,015.	to	$9,651. *
Line 109	changed from	$187,097.	to	$197,702. *
Line 111	changed from	$125,659.	to	$132,698. *
Line 113	changed from	$333,301.	to	$165,101. *
Line 114	changed from	$450,505.	to	$473,944. *
Line 115	the amount of $21,500. to be raised by transfer from the Parking Meter Fund. *			
Line 117	changed from	$325,439.	to	$343,025. *
Line 118	changed from	$104,005.	to	$111,505. *
Line 120	changed from	$325,930.	to	$344,609. *
Line 180	new Line Item entitled Metropolitan Water Authority Charge in the amount of $427,637. *			
Line 125	changed from	$330,860.	to	$349,122. *

Discussion under Line Item 181 followed, commencing with a request for an explanation of new costs under Line Item Nos. 180 and 181 from Mr. Edward B. Murphy. Mr. Charles E. Downe, Chairman, Finance Committee, advised that State Legislature has mandated that Member Communities of the Metropolitan District Commission contribute their share of the costs.

The motion to add a new Line Item 181 entitled Metropolitan Water Authority Charge in the amount of $105,176. was presented and was so voted unanimously.

Further amendments to the budget article offered by the Finance Committee were voted in the affirmative:

Line 128	changed from	$5,973.	to	$6,272. *
Line 135	changed from	$116,554.	to	$122,882. *

Relative to Line Item 138, Mr. Charles E. Downe, Chairman, Finance Committee, advised that the cost of the Traveling Meals Program must now be appropriated by the Town and that receipts from the Program will go into the General Fund and offset the expense.

The motion under Line Item 138 to change the figure of $12,650. to $39,650. was presented and so voted unanimously.

Further amendments to the budget article offered by the Finance Committee were voted in the affirmative:

Line 145	changed from	$17,871.	to	$18,765. *
Line 148	changed from	$90,833.	to	$95,475. *
Line 150	changed from	$46,713.	to	$54,261. *
Line 152	changed from	$45,000.	to	$47,250. *
Line 161	changed from	$386,142.	to	$408,041. to be raised as follows: $1,064.16 from the Dog Fund as shown in Article #4, $13,951.00 from the State Library Assistance, $1,036.00 from the Barr and Greenwood Funds and the balance of $391,989.84 from the current tax levy. *
Line 172	changed from	$177,531.	to	$186,408. *

Relative to Line Item 26, the motion to change the amount from $49,357. to $51,925. to be raised by transfer of $10,000. from the Parking Meter Fund and the balance of $41,925. from the current tax levy, was presented and carried by voice vote.

ACTION: The main motion under Article 11 (Budget) with the amendments thereto was then presented and carried by voice vote.

BOARD OF SELECTMEN:		
1.	Salaries	$ 130,851.
2.	Telephone Charges	53,000.
3.	Expenses	73,134.
4.	Town Meetings	12,850.
5.	Capital Outlay	16,568.
6.	Travel Out of State	0.
MISCELLANEOUS:		
7.	Insurance, General	300,000.
8.	Accident & Health & Group Life Insurance	1,401,975.
9.	Workmen's Compensation Self Insurance Fund & Premium Account	300,000.
10.	Property and Casualty Self Insurance	5,000.
11.	Uniformed Services Medical Payments	25,000.
12.	Street Lighting	316,000.
13.	Unemployment Compensation	50,000.
14.	Garbage Removal	90,996.
TOWN CLERK:		
15.	Salaries	52,093.
16.	Expenses	3,245.
17.	Travel Out of State	55.
BOARD OF REGISTRARS:		
19.	Salaries	34,824.
20.	Expenses	10,645.
21.	Tellers & Canvassers	5,900.
22.	Capital Outlay	3,085.

LEGAL:
23. Salaries 33,853.
24. Expenses 6,000.
25. Special Fees 50,000.

PERSONNEL:
26. Salaries 51,925.
(Raised by transfer of $10,000. from the Parking Meter Fund and balance of $37,266. from the current tax levy.)
27. Expenses 26,206.
28. Capital Outlay 0.

ASSESSORS:
29. Salaries 132,678.
30. Expenses 8,575.
31. Revaluation Update 15,000.
32. Capital Outlay 2,000.

DEPARTMENT OF FINANCE:
33. Salaries 413,265.
34. Audit 20,000.
35. Financial Consultant 0.
36. Expenses 238,104.
37. Capital Outlay 7,500.

ACCOUNTING:
38. Salaries Line 33
39. Expenses Line 36

TREASURER:
41. Salaries Line 33
42. Expenses Line 36
43. Capital Outlay Line 37

DEBT AND INTEREST:
44. Maturing Bonds and Notes 255,000.
45. Bond and Note Interest 139,280.
46. Temporary Loan Interest 35,000.

DATA PROCESSING:
47. Salaries Line 33
48. Expenses Line 36

FINANCE COMMITTEE:
49. Salaries 6,815.
50. Expenses 1,000.
51. Reserve Fund 250,000.
(Raised by Transfer of $250,000. from overlay surplus reserve)

CONTRIBUTORY RETIREMENT:
52. Salaries 26,171.
53. Contributions 2,347,568.
(To be raised by transfer of $233,568. from the Pension Reserve Fund and the balance of $2,114,000. from the current tax levy.)
54. Expenses 16,345.

NON-CONTRIBUTORY RETIREMENT:
56. Chapter 32 Retirements 228,000.
57. Past Service Liability 395,000. *

EDUCATION:
58. Salaries 13,457,793.
(To be raised by transfer of $478. from the Dwight School Fund and the balance of $13,457,315. from the current tax levy.)
59. Administration 73,385.
60. Instruction 755,902.
61. Other School Services 80,050.
62. Cafeteria Assistance 0.
63. Pupil Transportation 399,000.
64. Operation and Maintenance of Plant 1,148,020.
65. Community Service 72,320.
66. Fixed Assets 0.
67. Tuitions 478,022.
68. Out of State Travel 2,000.
71. Capital Outlay-Renovation of Physical Properties 250,000.
(Raised by $239,000. from sale of schools.)
72. Vocational Education 288,000.

POLICE:
73. Salaries - regular 1,585,497.
(To be raised as follows: $15,000. from the Parking Meter Fund, $258,500. from Federal Revenue Sharing and the balance of $1,311,997. from the current tax levy.)
74. Salaries - overtime 205,541.
75. Education and Career Incentive 10,375.
76. Inservice Training 39,123.
77. Capital Outlay 61,525.
78. Travel Out of State 500.
79. Auto Maintenance 25,030.
80. Building Maintenance 23,900.
81. Communications 28,530.
82. Operating Expenses 102,780.
84. Uniforms 28,735.
85. Crime Check Committee 250.
86. Animal Control 1,646.
87. F.B.I. Academy 0.

FIRE:
88. Salaries - regular 1,799,724.
(To be raised as follows: $291,500. from Federal Revenue Sharing and the balance of $1,508,224. from the current tax levy.)
89. Salaries - overtime 275,000.
90. Education and Career Incentive 20,825.
91. Inservice Training 45,552.
92. Capital Outlay 50,800.
93. Travel Out of State 500.
94. Building Maintenance 45,556.
95. Equipment and Supplies 31,228.
96. Service Expenses 26,204.
97. Equipment Maintenance 31,340.
139. Leased Equipment 46,096.

CIVIL DEFENSE:
98. Salaries 2,000.
99. Expenses 14,587.
100. Capital Outlay 0.

BUILDING:	
101. Salaries	83,645.
102. Expenses	3,873.
SEALER OF WEIGHTS & MEASURES:	
104. Salaries	5,709.
105. Expenses	1,515.
PUBLIC WORKS:	
Administration:	
106. Salaries	119,137.
107. Expenses	9,651.
108. Travel Out of State	1,000.
Engineering:	
109. Salaries	197,702.
110. Expenses	3,810.
Garage and Equipment:	
111. Salaries	132,698.
112. Expenses	100,327.
113. Equipment Replacement	165,101.
Highway:	
114. Salaries	473,944.
115. Salaries - Parking Meter Fund (To be raised by transfer of $21,500. from the Parking Meter Fund.)	21,500.
116. Expenses	399,274.
Park Division:	
117. Salaries	343,025.
118. Expenses	111,505.
Sewer:	
120. Salaries	344,609.
121. Expenses	97,810.
122. House Connections	8,500.
180. Metropolitan Water Authority Charge	427,637.
Snow and Emergency:	
123. Overtime Salaries	50,000.
124. Expenses	70,000.
Water:	
125. Salaries	349,122.
126. Expenses	268,050.
127. Main Extensions/New Services	20,000.
181. Metropolitan Water Authority Charge	105,176.
MINI-BUS:	
128. Salaries	6,272.
129. Expenses	1,500.
130. Bus Contract	36,460.
HOSPITAL:	
131. Salaries	7,344,110.
132. Expenses	4,153,000.
133. Capital Outlay	470,000.
134. Travel Out of State	3,000.
177. Telephone Lease	36,600.
BOARD OF HEALTH:	
135. Salaries	122,882.
136. Capital Outlay	0.
137. Travel Out of State	300.
138. Expenses	39,650.
141. Mental Health	66,888.
142. Mentally Retarded	9,746.
VETERANS' SERVICES:	
145. Salaries	18,765.
146. Expenses and Transportation	1,000.
147. Benefits	50,000.
YOUTH COMMISSION:	
148. Salaries	95,475.
149. Expenses	4,575.
143. Capital Outlay	0.
COUNCIL ON AGING:	
150. Salaries	54,261.
151. Expenses	11,148.
178. Capital Outlay	4,870.
PLANNING BOARD:	
152. Salaries	47,250.
153. Expenses	4,000.
CONSERVATION COMMISSION:	
156. Salaries	0.
157. Expenses	2,500.
BOARD OF APPEALS:	
158. Salaries	3,628.
158. Expenses	3,000.
144. Capital Outlay	0.
HISTORICAL COMMISSION:	
160. Expenses	435.
LIBRARY:	
161. Salaries (To be raised as follows: $1,064.16 from the Dog Fund as shown in Article 4, $13,951.00 from the State Library Assistance, $1,036.00 from the Barr and Greenwood Funds; and the balance of $391,989.84 from the current tax levy.)	408,041.
162. Bindings	800.
163. Books and Periodicals	95,500.
164. Building Maintenance	43,200.
165. Expenses	27,800.
166. Capital Outlay	7,350.
167. Travel Out of State	0.
PARK AND RECREATION:	
172. Salaries	186,408.
173. Expenses	62,860.
174. Engineering Services	0.
175. Capital Outlay	16,000.
MEMORIAL PARK:	
176. Expenses	470.

* Line No. 57 Past Service Liability amended under Article 50, May 22, 1985 Changed from $395,000." to "0".

ARTICLE 12 was adopted unanimously earlier.

ARTICLE 13

To see if the Town will vote to raise and appropriate the sum of $50,000. to apply the final cover to a portion of the Sanitary Landfill in accordance with State Regulations; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $50,000. to apply the final cover to a portion of the Sanitary Landfill in accordance with State Regulations; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

Mr. Norman P. Jacques, Selectmen, moved to discuss Articles 30 and 20 together but vote upon them separately.

Mr. Jacques' motion was presented and carried unanimously by voice vote.

Mr. Philip M. Wiggin, Chairman, Solid Waste Disposal Study Committee, addressed Article 20.

After a brief discussion, the motion under Article 13 was presented and carried unanimously by voice vote.

Mr. William M. Powers moved to advance Article 20 and when put to a vote the motion carried unanimously by voice vote.

ARTICLE 20

To see whether the Town under and pursuant to authority granted in General Laws, Chapter 40D, Section 21 (g), as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a solid waste disposal facility to be established for the disposal of refuse, garbage and waste and for the use of recovered energy and materials resulting from the operation of such facility, which contract will:

(1) be for a term of up to twenty years;

(2) include provisions for the delivery of minimum amounts of refuse, garbage and waste and payments for the use of the facility to be based thereon;

(3) provide for unit prices that will be graduated and for adjustments thereof and for the use of steam, electricity and recovered materials resulting from the use of the facility and for credits or payments to the Town resulting therefrom;

(4) allow the use by the town or other municipalities or private parties of the uncommitted capacity of such facility;

(5) contain other provisions incidental and related to the foregoing general matters; and

(6) be generally in the form of contracts negotiated by member communities of other Resource Recovery Facilities with such changes therein as may be negotiated and approved by said Board of Selectmen.

MOVED: That the Town under and pursuant to authority granted in General Laws, Chapter 40D, Section 21 (g), as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a solid waste disposal facility to be established for the disposal of refuse, garbage and waste and for the use of recovered energy and materials resulting from the operation of such facility, which contract will:

(1) be for a term of up to twenty years;

(2) include provisions for the delivery of minimum amounts of refuse, garbage and waste and payments for the use of the facility to be based thereon;

(3) provide for unit prices that will be graduated and for adjustments thereof and for the use of steam, electricity and recovered materials resulting from the use of the facility and for credits or payments to the Town resulting therefrom;

(4) allow the use by the town or other municipalities or private parties of the uncommitted capacity of such facility;

(5) contain other provisions incidental and related to the foregoing general matters; and

(6) be generally in the form of contracts negotiated by member communities of other Resource Recovery Facilities with such changes therein as may be negotiated and approved by said Board of Selectmen.

A motion to amend was offered by Mrs. Sally B. Davis, Selectman, to add the following sub-paragraph (7):

"(7) said contract shall not be effective or binding upon the Town until funding to meet the initial requiements has been voted by a Needham Town Meeting."

A second motion to amend was offered by Town Meeting Member Thomas F. Soisson to strike the words "enter into a contract" from the main motion and substitute the words "select with executing an appropriate contract and report same to the next Town Meeting".

After a brief discussion, Mr. Paul H. Attridge moved the previous question as to the main motion and the two motion to amend and it was so voted by voice vote.

Mr. Soisson's motion to amend was presented, but failed to pass by voice vote.

Mrs. Davis's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town under and pursuant to authority granted in General Laws, Chapter 40D, Section 21 (g), as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a solid waste disposal facility to be established for the disposal of refuse, garbage and waste and for the use of recovered energy and materials resulting from the operation of such facility, which contract will:

(1) be for a term of up to twenty years;

(2) include provisions for the delivery of minimum amounts of refuse, garbage and waste and payments for the use of the facility to be based thereon;

(3) provide for unit prices that will be graduated and for adjustments thereof and for the use of steam, electricity and recovered materials resulting from the use of the facility and for credits or payments to the Town resulting therefrom;

(4) allow the use by the town or other municipalities or private parties of the uncommitted capacity of such facility;

(5) contain other provisions incidental and related to the foregoing general matters; and

(6) be generally in the form of contracts negotiated by member communities of other Resource Recovery Facilities with such changes therein as may be negotiated and approved by said Board of Selectmen.

(7) said contract shall not be effective or binding upon the Town until funding to meet the initial requirements has been voted by a Needham Town Meeting.

ARTICLE 14

To see if the Town will vote to raise and appropriate the sum of $5,000. to replace existing piping at the West Street Sewer Pump Station; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $5,000. to replace existing piping at the West Street Sewer Pump Station; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

Mrs. Marcia M. Carleton, Selectman, presented the proposal on behalf of the Board of Selectmen.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLE 15

To see if the Town will vote to raise and appropriate the sum of $10,000. for the replacement of pumping equipment at the Reservoir Street Sewer Pump Station; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the town appropriate the sum of $10,000. for the replacement of pumping equipment at the Reservoir Street Sewer Pump Station; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLE 16

To see if the Town will vote to raise and appropriate the sum of $8,000. to install phase loss protection at Sewer Pump Stations; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $8,000. to install phase loss protection at Sewer Pump Stations; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLE 17

To see if the Town will vote to raise and appropriate the sum of $10,000. for construction of storm water drains in public ways and through easements on private property, as proposed by the Public Works Department; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $10,000. for construction of storm water drains in public ways and through easements on private property, as proposed by the Public Works Department; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLE 18

To see if the Town will vote to raise and appropriate the sum of $350,000. for replacing water mains for the rehabilitation and improvement of the system; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $350,000. for replacing water mains for the rehabilitation and improvement of the system; said sums to be expended by the Board of Selectmen and raised from the current tax levy.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLE 19

To see if the Town will vote to determine the fixed uniform rate charged to abutters for the construction of sewers as authorized under the provisions of General Laws, Chapter 83, Section 15A; or take any other action relative thereto.

MOVED: That the Town redetermine the fixed uniform rate charged to abutters for the construction of sewers as authorized under the provisions of General Laws, Chapter 83, Section 15A as follows:

A motion to amend was offered by Mrs. Sally B. Davis to add the following paragraph:

"Assessments shall be made upon the owners of land according to the frontage of such land on any way in which a sewer is constructed, at the rate of four dollars $4.00) per linear foot of such frontage, and according to

(the area of such land within a fixed depth of 100 feet from such way at the rate of six cents ($0.06) per square foot. Corner lots shall have a 100 foot frontage exemption on the second street. The within redetermined rates shall apply to all sewer petitions filed on and after the effective date of the within vote."

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town redetermine the fixed uniform rate charged to abutters for the construction of sewers as authorized under the provisions of General Laws, Chapter 83, Section 15A as follows:

Assessments shall be made upon the owners of land according to the frontage of such land on any way in which a sewer is constructed, at the rate of four dollars ($4.00) per linear foot of such frontage, and according to the area of such land within a fixed depth of 100 feet from such way at the rate of six cents ($0.06) per square foot. Corner lots shall have a 100 foot frontage exemption on the second street. The within redetermined rates shall apply to all sewer petitions filed on and after the effective date of the within vote.

ARTICLE 20 was adopted unanimously earlier.

ARTICLE 21

To see if the Town will vote to raise and appropriate the sum of $5,000. to provide for the installation of sidewalks on the westerly side of Great Plain Avenue from Pilgrim Road to Mary Chilton Road; determine how said sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $5,000. to provide for the installation of sidewalks on the westerly side of Great Plain Avenue from Pilgrim Road to Mary Chilton Road; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

Mr. John Hannigan addressed this article on behalf of the proponents expressing concern for the safety of the children.

Mr. Phillip H. Garrity, Jr., spoke in favor of this motion on behalf of the Board of Selectmen.

After a brief discussion, Mr. James Hugh Powers moved the previous question and it was so voted unanimously.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 22

To see if the Town will vote to amend Article XVII of the General By-Laws by adding the following to the schedule of fees for licenses and permits relating to the storage of flammables in a structure as authorized by Massachusetts General Laws, Chapter 148, Section 10A, 13, and 14:

The parking of four or more vehicles in a structure - $2.00 per vehicle, and not less than $25.00;

or take any other action relative thereto.

MOVED: That the Town amend Article XVII of the General By-Laws by adding the following to the schedule of fees for licenses and permits relating to the storage of flammables in a structure as authorized by Massachusetts General Laws, Chapter 148, Section 10A, 13, and 14:

The parking of four or more vehicles in a structure - $2.00 per vehicle, and not less than $25.00.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 23

To see if the Town will appropriate the sum of $5,000. for consultant services to the Police Facilities Study Committee (a committee established by the Board of Selectmen to study the adequacy of the present Police Department facilities) to provide necessary expertise to propose and evaluate facilities modifications; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $5,000. for consultant services to the Police Facilities Study Committee (a committee established by the Board of Selectmen to study the adequacy of the present Police Department facilities) to provide necessary expertise to propose and evaluate facilities modifications; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

ACTION: The main motion was presented and carried by voice vote.

Mrs. Marcia M. Carleton moved to postpone Article 24 to a time certain, specifically to Wednesday, May 15, 1985 after the dissolution of the Special Town Meeting.

Mrs. Carleton's motion was presented and carried unanimously by voice vote.

Mrs. Susan Glazer presented a brief review of the Planning Board articles.

At 11:00 P.M. Mr. Gerald R. Browne moved that the meeting stand adjourned to Monday, May 13, 1985, at 7:30 P.M. at the Newman Middle School and it was so voted.

Theodora K. Bertolet
Town Clerk

* * * *

ADJOURNED ANNUAL TOWN MEETING

May 13, 1985

Pursuant to adjournment of the Annual Town Meeting held May 8, 1985, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, May 13, 1985, at 7:30 P.M.

Check lists were used and voters were checked on the list as being present, including Town Meeting Members.

Dr. Ross E. Lilly, Pastor, Carter Methodist Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Those Town Meeting Members who were not present at the previous meeting were sworn to the faithful performance of their duties by the Town Clerk.

ARTICLE 25

To see if the Town will vote to amend the Needham Zoning By-law as follows:

1) Delete Section 7.4 Apartment Site Review in its entirety and substitute therefor a new Section 7.4 Site Plan Review which will read as follows:

"7.4. Site Plan Review

7.4.1. Purpose

The purpose of this section is to provide a comprehensive review procedure for construction projects, herein defined, to insure compliance with the goals and objectives of the Master Plan, and the provisions of the Zoning By-law, to minimize adverse impacts of such development, and to promote development which is harmonious with surrounding areas.

7.4.2. Definitions

For purposes of this section the following definition of terms should apply to any construction project excluding single and two family homes.

Major Project - Any construction project which involves: the construction of 20,000 or more square feet gross floor area; or an increase in gross floor area by 10,000 or more square feet; or any project which results in the creation of 50 or more new off-street parking spaces.

Minor Project - Any construction project which involves: the construction of more than 5,000 but less than 20,000 square feet gross floor area; or an increase in gross floor area by more than 5,000 but less than 10,000 square feet.

7.4.3. Requirements

A Site Plan Review shall be performed by the Planning Board for each major and minor project prior to the filing of an application for a building permit.

MAJOR AND MINOR PROJECT WHICH REQUIRE A SPECIAL PERMIT FROM THE BOARD OF APPEALS UNDER SECTION 3.2. - In the case of a major or minor project which requires a special permit from the Board of Appeals, as identified in Section 3.2. Schedule of Use Regulations, the Planning Board shall perform a Site Plan Review and submit its recommendations to the Board of Appeals within thirty-five (35) days of the date of filing with the Planning Board; otherwise failure to make such recommendations shall be deemed a lack of opposition thereto. In the event the public hearing by the Board of Appeals is held prior to the expiration of the thirty-five (35) day period, the Board of Appeals shall continue the hearing to permit the submission of recommendations within that period. The decision of the Board of Appeals shall contain explanatory reasons for its action if it is contrary to the recommendations of the Planning Board. The Planning Board may schedule a meeting(s) with the applicant during the review period.

MINOR PROJECTS - In the case of a minor project not requiring a special permit from the Board of Appeals, the Planning Board shall conduct the Site Plan Review and issue a report to the applicant with a copy of said report to the Building Inspector within thirty-five (35) days from the date of filing of the Site Plan. Failure of the Board to issue said report within the 35 days shall be construed as satisfying this section.

MAJOR PROJECTS - In the case of a major project not requiring a special permit from the Board of Appeals, a special permit shall nevertheless be required by the applicant from the Planning Board prior to the application for a building permit. The Planning Board shall conduct a public hearing and its review consistent with the provisions of General Laws Chapter 40A, Section 9 (Special Permit) and Section 7.6.1. of the Needham Zoning By-law.

Prior to the issuance of a Certificate of Occupancy by the Building Department, the Building Inspector or his designee shall transmit an approval of the completed project as conforming to the approved site plan special permit to the Planning Board.

7.4.4. Procedure

An application for Site Plan Review and seven (7) copies shall be submitted to the Planning Board concurrent with submission of a copy to the Town Clerk.

In the case of a major or minor project which requires a special permit from the Board of Appeals as identified in Section 3.2. Schedule of Use Regulations, an additional copy of the above

applications shall be concurrently submitted to the Board of Appeals at the same time application is made to the Board of Appeals for a special permit under Section 3.2.

The application for Site Plan Review shall be accompanied by a site plan with supporting documentation which shall show, among other data, the following:

a. locus plan;
b. location of structures within 100 feet of property line;
c. existing and proposed building showing setback from property lines;
d. building elevation;
e. existing and proposed contour elevations in one foot increments;
f. parking areas;
g. driveways and access to site;
h. facilities for vehicular and pedestrian movement;
i. drainage;
j. utilities;
k. landscaping including trees to be retained and removed;
l. lighting;
m. loading and unloading facilities;
n. provisions for refuse removal;
o. projected traffic volume in relation to existing and reasonably anticipated conditions, and
p. other information as may be necessary to determine compliance with the provisions of the Zoning By-law.

Upon request the Planning Board may, at its discretion, waive the submission by the applicant of any of the required information.

7.4.6. Review Criteria

In conducting the Site Plan Review, the Planning Board shall consider the following matters:

a) Protection of adjoining premises against seriously detrimental uses by provision for surface water drainage, sound and sight buffers and preservation of views, light and air;
b) Convenience and safety of vehicular and pedestrian movement within the site and on adjacent streets, the location of driveway openings in relation to traffic or to adjacent streets and, when necessary, compliance with other regulations for the handicapped, minors and the elderly;
c) Adequacy of the arrangement of parking and loading spaces in relation to the proposed uses of the premises;
d) Adequacy of the methods of disposal of refuse and other wastes resulting from the uses permitted on the site;
e) Relationship of structures and open spaces to the natural landscape, existing buildings and other community assets in the area and compliance with other requirements of this By-law; and
f) Mitigation of adverse impacts on the town's resources including the effect on the town's water supply and distribution system, sewer collection and treatment, fire protection, and streets;

and may require when acting as the Special Permit Granting Authority or recommend in the case of minor projects or when the Board of Appeals is acting as the Special Permit Granting Authority such appropriate conditions, limitations, and safeguards necessary to assure the project meets the criteria of a. through f.

2) Revise Section 7.6.1. by deleting the words "Section 4.3.4." in the first sentence and replacing them with the words "Section 4.2.4." and "Section 7.4." and deleting the words "Section 6.5. and 6.7.2." in the third sentence and replacing them with the words "Section 7.5.2.";

3) Revise Section 7.6.2. by deleting the words "Section 6.5." and replacing them with the words "Section 7.5.";

4) Revise Section 3.1.1. by adding after "Y (Yes) - Use Permitted" the phrase "(except major projects under Section 7.4.2. which require a special permit from the Planning Board)."; or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law as follows:

1) Delete Section 7.4 Apartment Site Review in its entirety and substitute therefor a new Section 7.4 Site Plan Review which will read as follows:

"7.4. Site Plan Review

7.4.1. Purpose

The purpose of this section is to provide a comprehensive review procedure for construction projects, herein defined, to insure compliance with the goals and objectives of the Master Plan, and the provisions of the Zoning By-law, to minimize adverse impacts of such development, and to promote development which is harmonious with surrounding areas.

7.4.2. Definitions

For purposes of this section the following definition of terms should apply to any construction project excluding single and two family homes.

Major Project - Any construction project which involves: the construction of 20,000 or more square feet gross floor area; or an increase in gross floor area by 10,000 or more square feet; or any project which results in the creation of 50 or more new off-street parking spaces.

Minor Project - Any construction project which involves: the construction of more than 5,000 but less than 20,000 square feet gross floor area; or an increase in gross floor area by more than 5,000 but less than 10,000 square feet.

7.4.3. Requirements

A Site Plan Review shall be performed by the Planning Board for each major and minor project prior to the filing of an application for a building permit.

MAJOR AND MINOR PROJECT WHICH REQUIRE A SPECIAL PERMIT FROM THE BOARD OF APPEALS UNDER SECTION 3.2. - In the case of a major or minor project which requires a special permit from the Board of Appeals, as identified in Section 3.2. Schedule of Use Regulations, the Planning Board shall perform a Site Plan Review and submit its recommendations to the Board of Appeals within thirty-five (35) days of the date of filing with the Planning Board; otherwise failure to make such recommendations shall be deemed a lack of opposition thereto. In the event the public hearing by the Board of Appeals is held prior to the expiration of the thirty-five (35) day period, the Board of Appeals shall continue the hearing to permit the submission of recommendations within that period. The decision of the Board of Appeals shall contain explanatory reasons for its action if it is contrary to the recommendations of the Planning Board. The Planning Board may schedule a meeting(s) with the applicant during the review period.

MINOR PROJECTS - In the case of a minor project not requiring a special permit from the Board of Appeals, the Planning Board shall conduct the Site Plan Review and issue a report to the applicant with a copy of said report to the Building Inspector within thirty-five (35) days from the date of filing of the Site Plan. Failure of the Board to issue said report within the 35 days shall be construed as satisfying this section.

MAJOR PROJECTS - In the case of a major project not requiring a special permit from the Board of Appeals, a special permit shall nevertheless be required by the applicant from the Planning Board prior to the application for a building permit. The Planning Board shall conduct a public hearing and its review consistent with the provisions of General Laws Chapter 40A, Section 9 (Special Permit) and Section 7.6.1. of the Needham Zoning By-law.

Prior to the issuance of a Certificate of Occupancy by the Building Department, the Building Inspector or his designee shall transmit an approval of the completed project as conforming to the approved site plan special permit to the Planning Board.

7.4.4. Procedure

An application for Site Plan Review and seven (7) copies shall be submitted to the Planning Board concurrent with submission of a copy to the Town Clerk.

In the case of a major or minor project which requires a special permit from the Board of Appeals as identified in Section 3.2. Schedule of Use Regulations, an additional copy of the above applications shall be concurrently submitted to the Board of Appeals at the same time application is made to the Board of Appeals for a special permit under Section 3.2.

The application for Site Plan Review shall be accompanied by a site plan with supporting documentation which shall show, among other data, the following:

a. locus plan;
b. location of structures within 100 feet of property line;
c. existing and proposed building showing setback from property lines;
d. building elevation;
e. existing and proposed contour elevations in one foot increments;
f. parking areas;
g. driveways and access to site;
h. facilities for vehicular and pedestrian movement;
i. drainage;
j. utilities;
k. landscaping including trees to be retained and removed;
l. lighting;
m. loading and unloading facilities;
n. provisions for refuse removal;
o. projected traffic volume in relation to existing and reasonably anticipated conditions, and
p. other information as may be necessary to determine compliance with the provisions of the Zoning By-law.

Upon request the Planning Board may, at its discretion, waive the submission by the applicant of any of the required information.

7.4.6. Review Criteria

In conducting the Site Plan Review, the Planning Board shall consider the following matters:

a) Protection of adjoining premises against seriously detrimental uses by provision for surface water drainage, sound and sight buffers and preservation of views, light and air;
b) Convenience and safety of vehicular and pedestrian movement within the site and on adjacent streets, the location of driveway openings in relation to traffic or to adjacent streets and, when necessary, compliance with other regulations for the handicapped, minors and the elderly;
c) Adequacy of the arrangement of parking and loading spaces in relation to the proposed uses of the premises;
d) Adequacy of the methods of disposal of refuse and other wastes resulting from the uses permitted on the site;
e) Relationship of structures and open spaces to the natural landscape, existing buildings and other community assets in the area and compliance with other requirements of this By-law; and

f) Mitigation of adverse impacts on the town's resources including the effect on the town's water supply and distribution system, sewer collection and treatment, fire protection, and streets;

and may require when acting as the Special Permit Granting Authority or recommend in the case of minor projects or when the Board of Appeals is acting as the Special Permit Granting Authority such appropriate conditions, limitations, and safeguards necessary to assure the project meets the criteria of a. through f.

2) Revise Section 7.6.1. by deleting the words "Section 4.3.4." in the first sentence and replacing them with the words "Section 4.2.4." and "Section 7.4." and deleting the words "Section 6.5. and 6.7.2." in the third sentence and replacing them with the words "Section 7.5.2.";

3) Revise Section 7.6.2. by deleting the words "Section 6.5." and replacing them with the words "Section 7.5.";

4) Revise Section 3.1.1. by adding after "Y (Yes) - Use Permitted" the phrase "(except major projects under Section 7.4.2. which require a special permit from the Planning Board)".

Mr. John H. Cogswell, chairman, Planning Board, presented this proposal on behalf of the Needham Planning Board. He stated that Article 25 is the first step in implementing the Master Plan and recommended its adoption.

Mr. H. Phillip Garrity, Jr., Chariman, Board of Selectmen, spoke in favor of this article. He stated that this Town Meeting must enact legislation to effectively control commercial growth.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 26

To see if the Town will vote to amend the Zoning Bylaw by deleting the last sentence in paragraph 4.2.4 (b)(4) in its entirety and replace it with a new sentence which will read "The depth of the setback shall be 20 feet"; or take any other action relative thereto.

MOVED: That the Town amend the Zoning Bylaw by deleting the last sentence in paragraph 4.2.4 (b)(4) in its entirety and replace it with a new sentence which will read "The depth of the setback shall be 20 feet".

Mrs. Susan Glazer moved to discuss Articles 26, 27 and 28 together but voted on separately.

Mrs. Glazer's motion was presented and carried unanimously by voice vote.

The Moderator stated that Mrs. Susan M. Glazer would offer another main motion on behalf of the Planning Board which would be presented if the original main motion was voted in the negative.

Mrs. Susan M. Glazer moved that Paragraph 4.2.4 (B)(4) of the Zoning By-Laws be amended by deleting the paragraph and inserting in place of it the following:

(4) Set back. A setback shall be provided along all boundaries of the development except along streets where the front setback requirements of §4.2.1 shall apply. Within the setback, no structure shall be erected and vision obscuring vegetation shall be preserved or planted. The depth of the setback when 4.2.1 does not apply shall be 20 feet.

After an extended discussion Mr. Richard L. Malconian moved the previous question as the Articles 26, 27 and 28.

Mr. Malconian's motion, which requires a two-thirds vote, was presented and carried by voice vote.

The main motion, which requires a two-thirds vote, was presented but failed to pass by voice vote.

ACTION: Mrs. Glazer's main motion, which requires a two-thirds vote, was presented but the Moderator was in doubt as to the voice vote. The following tellers were sworn in by the Moderator: Messrs. Frank L. Bridges, Leon Levitan, F. Hartwell Swaffield, Edward F. O'Brien, Mesdames Meredith P. Page, Emily M. Salaun. The main motion was again presented and carried by the required two-thirds vote. The hand count was Yes 169 - No 51.

VOTED: That Paragraph 4.2.4 (b)(4) of the Zoning By-Laws be amended by deleting the paragraph and inserting in place of it the following:

(4) Set back. A setback shall be provided along all boundaries of the development except along streets where the front setback requirements of §4.2.1 shall apply. Within the setback, no structure shall be erected and vision obscuring vegetation shall be preserved or planted. The depth of the setback when 4.2.1 does not apply shall be 20 feet.

ARTICLE 27

To see if the Town will vote amend the Zoning By-law as follows:

1) Add a new line in Section 3.2. Schedule of Use Regulations after the line Single Residence as follows:

	SR	A	SR	B	GR	A-1,2,3	I	B	IND	INDP
"PRD (See Sec. 4.2.5.)	SP		SP		N	N	N	N	N	N";

and

2) Add a new Section 4.2.5. Planned Residential Development which will read as follows:

"4.2.5. Planned Residential Development (PRD)

4.2.5.1. Purpose

To provide an alternative at density levels established by this By-law to conventional development patterns which foster innovative site planning based on the natural characteristics of the land; to encourage the preservation of significant open space for conservation and recreation; to facilitate the economic and efficient provision of public utilities and services; to promote aesthetic and other amenities; and to insure development which is harmonious and compatible to the surrounding neighborhoods.

4.2.5.2. Standards

a) Minimum Tract Site - Planned Residential Development (PRD) shall be permitted on a tract of land in the Single Residence A and Single Residence B Districts having an area not less than 10 times the minimum lot area of the zoning district within which it is located and shall have frontage of at least 50 feet on a way.

b) Number of Dwelling Units - The number of dwelling units shall be determined by one of the two following methods:

i) The Net Usable Land Area within the tract divided by the minimum lot area requirement for the zoning district in which the tract is located.

Net Usable Land Area shall equal 85% of the gross tract area

minus 100% of all water bodies
minus 70% of land located in a Flood Plain District
minus 70% of land subject to M.G.L.Ch131, S.40 and 40A and to federal flood storage restrictions included within the Charles River Valley Storage project.

ii) Submission of a "conventional" subdivision plan certified to comply with normal applicable regulations by both a Registered Land Surveyor and a Professional Engineer. In this case the number of dwelling units shall equal the number of legal building lots created.

c) Open Space - No less than 40% of the PRD tract which is not covered with buildings, roads, driveways, parking areas or service areas, or which is not set aside as yards, exclusive use areas, patios, and gardens for the residents shall be designated open space. Open space shall be available and reasonably accessible to each dwelling unit. No more than 50% of the open space shall be wetland or other land subject to seasonal or periodic flooding unless a greater percentage is specifically authorized by the Planning Board. Land designated as open space shall have a shape, dimension, character, and location suitable to assure its use for park, recreation, conservation, or agricultural purposes by at least all the residents of the PRD.

Provisions shall be made for the open space to be owned:

i. in common by the owners of all units in the PRD; or
ii. by a trust or association of the owners of all units in the PRD; or
iii. by the Town; or
iv. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open space land. Such restriction shall provide that the open space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restrictions shall be in a form or substance approved by the Planning Board.

d) Permitted Uses - Single family detached and attached structure without regard to form of ownership provided no more than 50% of such structures shall be attached and accessory uses incidental to the principal uses.

e) Structure Location - The location, size, and shape of any structures to be constructed shall be appropriate to the terrain in which they are located and shall not be detrimental to the neighborhood and shall not adversely affect the character of the neighborhood. Structures with attached dwelling units shall contain no more than four units.

f) Height - The maximum permitted height of any structure in a PRD shall be 35 feet or 2-1/2 stories.

g) Area, Frontage and Setback Requirements - There shall be a minimum lot area in the case of a subdivision or exclusive use area (an area reserved for the exclusive use of a dwelling unit) in all other cases of 10,000 square feet in the SRA District and 5,000 square feet in the SRB District. Each lot or exclusive use area shall have frontage of at least 50 feet on a paved way or driveway. No structure shall be within 30 feet of another structure other than in the case of attached dwelling units. No building shall be erected within 30 feet of a way on which the PRD tract has frontage or 20 feet from the boundary line of the PRD tract.

h) Parking - There shall be an adequate arrangement and number of parking spaces in relation to the dwelling units constructed. No more than six (6) parking spaces shall be grouped together.

i) Drainage and Sewage Disposal - The PRD shall have adequate methods of sewage disposal and drainage. Said methods shall be subject to approval by the Public Works Department and/or the Board of Health.

j) Ways, Interior Drives, and Utilities - The construction of all ways, interior drives and utilities shall be in accordance with the standards specified in the Subdivision Regulations and Procedural Rules of the Planning Board and subject to the recommendations of the Public Works Department. In the event the applicant chooses not to subdivide the tract under the Subdivision Control Act, the Planning Board shall require nevertheless sufficient security

to insure compliance with the installation of Ways, Interior Drives, and Utilities. Upon the written request of the applicant the Planning Board may waive or modify the requirements of the Subdivision Rules and Regulations where it is demonstrated that such waiver or modification is consistent with the purpose of this section.

k) Circulation - The PRD shall provide for the convenience and safety of vehicular and pedestrian movement on the site and for adequate location of driveways in relation to street traffic. Said circulation shall be reviewed by the Fire Department for access by safety vehicles.

l) Prohibition of Future Development - No tract, lot, or exclusive use area for which a special permit is granted under this section shall be further subdivided and such notation shall be shown on the plan.

5.2.5.3. Procedure

a) Pre-application Review - To promote better communication and to avoid misunderstanding, the applicant is encouraged, prior to the preparation of a formal application, to meet with the Planning Board and Planning Director for general discussion relative to the site, proposed PRD plan and other issues relative to the proposed project.

b) Application - The applicant shall submit a completed application form and 7 copies; and a project narrative which shall describe the development concept including in tabular form the number of units, type, size (number of bedrooms, floor area), ground coverage, parking spaces and area, and total ground coverage. Additionally, accompanying the application shall be a filing fee and a set of original development plans and seven (7) copies consisting of:

i. Site plans meeting, to the extent possible, the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board;
ii. Elevations
iii. Typical floor plan;
iv. Detailed plans of all entrances to the PRD tract;
v. Detailed plans for disposal of sanitary sewage;
vi. Landscape plan;
vii. Details of landscape treatment at boundaries of the PRD tract and banks of waterways;
viii. Proposed deed restrictions; and
ix. Additional information as required by the Planning Board.

c) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board finds that the PRD is in harmony with the purpose of this section and the Planning Board finds the PRD to be sufficiently advantageous to the town and to the residential district in which it is located. In issuing a special permit, the Planning Board may impose such conditions and safeguards as public safety, welfare and convenience may require. Other than the case of a subdivision, copies of all recorded instruments shall be filed with the Planning Board prior to the issuance of a building permit."; and

3) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.5." after the words "Section 4.2.4.";

or take any other action relative thereto.

The following motion to amend was offered by Mr. John H. Cogswell:

1. Delete the following words in paragraph "c) Open Space" beginning on the second line: "which is not covered with buildings, roads, driveways, parking areas or service areas, or which is not set aside as yards, exclusive use areas, patios, and gardens for the residents" and

2. Insert the following words in paragraph "c) Open Space" beginning on the sixth line after the word "space": "and shall not be covered with buildings, roads, driveways, parking areas or service areas, yards, exclusive use areas, patios, and gardens for the residents."

After a brief discussion, Mr. frederick Waldman moved the previous question as to the main motion and the motion to amend.

Mr. Waldman's motion was presented and carried by voice vote.

Mr. Cogswell's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, which requires a two-thirds vote, was presented but the Moderator was in doubt as to the voice vote. The main motion, as amended, was again presented and carried by the required two-thirds vote. The hand count was Yes 191 - No 29.

VOTED: That the Town amend the Zoning By-law as follows:

1) Add a new line in Section 3.2. Schedule of Use Regulations after the line Single Residence as follows:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"PRD (See Sec. 4.2.5.)	SP	SP	N	N	N	N	N	N";

and

2) Add a new Section 4.2.5. Planned Residential Development which will read as follows:

"4.2.5. Planned Residential Development (PRD)

4.2.5.1. Purpose

To provide an alternative at density levels established by this By-law to conventional development patterns which foster innovative site planning based on the natural characteristics of the land; to encourage the preservation of significant open space for conservation and recreation; to facilitate the economic and efficient provision of public utilities and services; to promote aesthetic and other amenities; and to insure development which is harmonious and compatible to the surrounding neighborhoods.

4.2.5.2. Standards

a) Minimum Tract Site - Planned Residential Development (PRD) shall be permitted on a tract of land in the Single Residence A and Single Residence B Districts having an area not less than 10 times the minimum lot area of the zoning district within which it is located and shall have frontage of at least 50 feet on a way.

b) Number of Dwelling Units - The number of dwelling units shall be determined by one of the two following methods:

i) The Net Usable Land Area within the tract divided by the minimum lot area requirement for the zoning district in which the tract is located.

Net Usable Land Area shall equal 85% of the gross tract area

minus 100% of all water bodies
minus 70% of land located in a Flood Plain District
minus 70% of land subject to M.G.L.Ch131, S.40 and 40A and to federal flood storage restrictions included within the Charles River Valley Storage project.

ii) Submission of a "conventional" subdivision plan certified to comply with normal applicable regulations by both a Registered Land Surveyor and a Professional Engineer. In this case the number of dwelling units shall equal the number of legal building lots created.

c) Open Space - No less than 40% of the PRD tract shall be designated as open space and shall not be covered with buildings, roads, driveways, parking areas or service areas, yards, exclusive use areas, patios, and gardens for the residents. Open space shall be available and reasonably accessible to each dwelling unit. No more than 50% of the open space shall be wetland or other land subject to seasonal or periodic flooding unless a greater percentage is specifically authorized by the Planning Board. Land designated as open space shall have a shape, dimension, character, and location suitable to assure its use for park, recreation, conservation, or agricultural purposes by at least all the residents of the PRD.

Provisions shall be made for the open space to be owned:

i. in common by the owners of all units in the PRD; or
ii. by a trust or association of the owners of all units in the PRD; or
iii. by the Town; or
iv. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open space land. Such restriction shall provide that the open space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restrictions shall be in a form or substance approved by the Planning Board.

d) Permitted Uses - Single family detached and attached structure without regard to form of ownership provided no more than 50% of such structures shall be attached and accessory uses incidental to the principal uses.

e) Structure Location - The location, size, and shape of any structures to be constructed shall be appropriate to the terrain in which they are located and shall not be detrimental to the neighborhood and shall not adversely affect the character of the neighborhood. Structures with attached dwelling units shall contain no more than four units.

f) Height - The maximum permitted height of any structure in a PRD shall be 35 feet or 2-1/2 stories.

g) Area, Frontage and Setback Requirements - There shall be a minimum lot area in the case of a subdivision or exclusive use area (an area reserved for the exclusive use of a dwelling unit) in all other cases of 10,000 square feet in the SRA District and 5,000 square feet in the SRB District. Each lot or exclusive use area shall have frontage of at least 50 feet on a paved way or driveway. No structure shall be within 30 feet of another structure other than in the case of attached dwelling units. No building shall be erected within 30 feet of a way on which the PRD tract has frontage or 20 feet from the boundary line of the PRD tract.

h) Parking - There shall be an adequate arrangement and number of parking spaces in relation to the dwelling units constructed. No more than six (6) parking spaces shall be grouped together.

i) Drainage and Sewage Disposal - The PRD shall have adequate methods of sewage disposal and drainage. Said methods shall be subject to approval by the Public Works Department and/or the Board of Health.

j) Ways, Interior Drives, and Utilities - The construction of all ways, interior drives and utilities shall be in accordance with the standards specified in the Subdivision Regulations and Procedural Rules of the Planning Board and subject to the recommendations of the Public Works Department. In the event the applicant chooses not to subdivide the tract under the Subdivision Control Act, the Planning Board shall require nevertheless sufficient security to insure compliance with the installation of Ways, Interior Drives, and Utilities. Upon the written request of the applicant the Planning Board may waive or modify the requirements of the Subdivision Rules and Regulations where it is demonstrated that such waiver or modification is consistent with the purpose of this section.

k) Circulation - The PRD shall provide for the convenience and safety of vehicular and pedestrian movement on the site and for adequate location of driveways in relation to street traffic. Said circulation shall be reviewed by the Fire Department for access by safety vehicles.

l) Prohibition of Future Development - No tract, lot, or exclusive use area for which a special permit is granted under this section shall be further subdivided and such notation shall be shown on the plan.

5.2.5.3. Procedure

a) Pre-application Review - To promote better communication and to avoid misunderstanding, the applicant is encouraged, prior to the preparation of a formal application, to meet with the Planning Board and Planning Director for general discussion relative to the site, proposed PRD plan and other issues relative to the proposed project.

b) Application - The applicant shall submit a completed application form and 7 copies; and a project narrative which shall describe the development concept including in tabular form the number of units, type, size (number of bedrooms, floor area), ground coverage, parking spaces and area, and total ground coverage. Additionally, accompanying the application shall be a filing fee and a set of original development plans and seven (7) copies consisting of:

i. Site plans meeting, to the extent possible, the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board;

ii. Elevations
iii. Typical floor plan;
iv. Detailed plans of all entrances to the PRD tract;
v. Detailed plans for disposal of sanitary sewage;
vi. Landscape plan;
vii. Details of landscape treatment at boundaries of the PRD tract and banks of waterways;
viii. Proposed deed restrictions; and
ix. Additional information as required by the Planning Board.

c) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board finds that the PRD is in harmony with the purpose of this section and the Planning Board finds the PRD to be sufficiently advantageous to the town and to the residential district in which it is located. In issuing a special permit, the Planning Board may impose such conditions and safeguards as public safety, welfare and convenience may require. Other than the case of a subdivision, copies of all recorded instruments shall be filed with the Planning Board prior to the issuance of a building permit."; and

3) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.5." after the words "Section 4.2.4.".

ARTICLE 28

To see if the town will vote to amend the Zoning By-law as follows:

1) By adding a new line to Section 3.2. Schedule of Use Regulations after the line Single Residence as follows:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"Res. Compound (See Sec. 4.2.6.)	SP	SP	N	N	N	N	N	N";

and by adding a new Section 4.2.6. Residential Compound as follows:

"4.2.6. Residential Compound

a) Purpose - To provide limited residential development within large tracts of land in a manner which minimizes Town maintenance responsibility and cost, and simultaneously preserves the existing character of the Town.

b) Standards - A group of not more than five single family dwellings sharing common frontage and private access road may be permitted by Special Permit by the Planning board in all single family residential districts subject to the following provisions:

i. Tract Frontage - A residential Compound may be permitted on a single tract of land in one ownership, having a minimum frontage on a way of 150 feet in the SRA district and 80 feet in the SRB district.

ii. Density - A Residential Compound shall contain at least two acres per dwelling unit in the SRA District and 20,000 square feet per dwelling unit in the SRB District.

iii. Dimensional Requirements - No structure shall be closer than 30 feet from any other structure or way and 20 feet from any tract boundary line. No exclusive use area (an area reserved for the exclusive use of a dwelling unit) shall be less than the required lot area in the district in which it is located.

iv. Access - Each exclusive use area in the Residential Compound shall have adequate and legally enforceable rights of access to a way via a private street or driveway.

v. Open Space - Any land within the Residential Compound, not designated as an exclusive use area, private road or driveway shall be designated as permanent open space. Such land shall have a shape, dimension, character and location suitable for conservation, outdoor recreational facilities of a non-commercial nature, agricultural, preservation of scenic or historic structures, and structures accessory to any of the above uses (including swimming pools, tennis courts, stables, greenhouses). Provisions shall be made for the open space to be owned:

i. in common by owners of all units in the Residential Compund; or
ii. by a trust or association of the owners of all units in the Residential Compound; or
iii. by the town; or
iv. by the Needham Conservation Commission; or
v. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open land. Such restriction shall provide that the Open Space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restriction shall be in a form or substance approved by the Planning Board.

c) Limitation on Subdivision - No Residential Compound for which a special permit has been issued under this section may be subdivided or further developed and a notation to this effect shall be shown on the plan.

d) Other Restrictions - The approved plan of the Residential Compound shall contain statements indicating the following: that the land lies within an approved Residential Compound; that development of the land is permitted only in accordance with the land uses indicated thereon; that the town will not be requested to accept or maintain the private access, drainage, open space or any other improvements within the Compound. Further, all deed restrictions with respect to ownership, use and maintenance or permanent open space shall be referenced on, and recorded with, the plan.

e) Procedure for Approval - The applicant shall submit to the Planning Board a completed application form, a filing fee, and an original and 7 copies of development plans showing the following:

i. Site Plans meeting to the extent applicable the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board and including proposed locations of all structures.
ii. Elevations;
iii. Typical floor plan;
iv. Detailed plans of all entrances from the public street;
v. Detailed plans of disposal of sanitary sewage;
vi. Landscape plan;
vii. Proposed deed restrictions;
viii. Additional information as required by the Planning Board.

f) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board shall find that the Residential Compound is in harmony with the general purpose and intent of this section and that it is designed in such a manner to make it sufficiently advantageous to the town and to the residential district(s) in which the Residential Compound is located. If a special permit is granted, the Planning Board shall impose as a condition of approval that copies of all recorded instruments be filed with the Planning Board prior to the issuance of any building permit.";

2) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.6." after the words "Section 4.2.5.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1) By adding a new line to Section 3.2. Schedule of Use Regulations after the line Single Residence as follows:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP	
"Res. Compound (See Sec. 4.2.6.)	SP	SP	N	N	N	N	N	N	";"

and by adding a new Section 4.2.6. Residential Compound as follows:

"4.2.6. Residential Compound

a) Purpose - To provide limited residential development within large tracts of land in a manner which minimizes Town maintenance responsibility and cost, and simultaneously preserves the existing character of the Town.

b) Standards - A group of not more than five single family dwellings sharing common frontage and private access road may be permitted by Special Permit by the Planning board in all single family residential districts subject to the following provisions:

i. Tract Frontage - A residential Compound may be permitted on a single tract of land in one ownership, having a minimum frontage on a way of 150 feet in the SRA district and 80 feet in the SRB district.

ii. Density - A Residential Compound shall contain at least two acres per dwelling unit in the SRA District and 20,000 square feet per dwelling unit in the SRB District.

iii. Dimensional Requirements - No structure shall be closer than 30 feet from any other structure or way and 20 feet from any tract boundary line. No exclusive use area (an area reserved for the exclusive use of a dwelling unit) shall be less than the required lot area in the district in which it is located.

iv. Access - Each exclusive use area in the Residential Compound shall have adequate and legally enforceable rights of access to a way via a private street or driveway.

v. Open Space - Any land within the Residential Compound, not designated as an exclusive use area, private road or driveway shall be designated as permanent open space. Such land shall have a shape, dimension, character and location suitable for conservation, outdoor recreational facilities of a non-commercial nature, agricultural, preservation of scenic or historic structures, and structures accessory to any of the above uses (including swimming pools, tennis courts, stables, greenhouses). Provisions shall be made for the open space to be owned:

i. in common by owners of all units in the Residential Compund; or
ii. by a trust or association of the owners of all units in the Residential Compound; or
iii. by the town; or
iv. by the Needham Conservation Commission; or
v. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open land. Such restriction shall provide that the Open Space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restriction shall be in a form or substance approved by the Planning Board.

c) Limitation on Subdivision - No Residential Compound for which a special permit has been issued under this section may be subdivided or further developed and a notation to this effect shall be shown on the plan.

d) Other Restrictions - The approved plan of the Residential Compound shall contain statements indicating the following: that the land lies within an approved Residential Compound; that development of the land is permitted only in accordance with the land uses indicated thereon; that the town will not be requested to accept or maintain the private access, drainage, or any other improvements within the Compound. Further, all deed restrictions with respect to ownership, use and maintenance or permanent open space shall be referenced on, and recorded with, the plan.

e) Procedure for Approval - The applicant shall submit to the Planning Board a completed application form, a filing fee, and an original and 7 copies of development plans showing the following:

i. Site Plans meeting to the extent applicable the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board and including proposed locations of all structures.
ii. Elevations;
iii. Typical floor plan;
iv. Detailed plans of all entrances from the public street;
v. Detailed plans of disposal of sanitary sewage;
vi. Landscape plan;
vii. Proposed deed restrictions;
viii. Additional information as required by the Planning Board.

f) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board shall find that the Residential Compound is in harmony with the general purpose and intent of this section and that it is designed in such a manner to make it sufficiently advantageous to the town and to the residential district(s) in which the Residential Compound is located. If a special permit is granted, the Planning Board shall impose as a condition of approval that copies of all recorded instruments be filed with the Planning Board prior to the issuance of any building permit.";

2) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.6." after the words "Section 4.2.5.".

A motion to amend was offered by Mrs. Susan M. Glazer that the Town amend the main motion to Article 28 by deleting from (4.2.6.d) Line 8 the words "open space".

After a brief discussion, Mr. Arthur M. Tiernan, Jr. moved the previous question as to the main motion and the motion to amend.

Mr. Tiernan's motion was presented, but it failed to pass by voice vote.

After a brief discussion, Mr. Richard L. Malconian moved the previous question as to the main motion and the motion to amend and when put to a vote the motion carried.

Mrs. Glazer's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The main motion, as amended, was again presented and carried by the required two-thirds vote. The hand count was Yes 201 - No 20.

VOTED: That the Town amend the Zoning By-Law as follows:

1) By adding a new line to Section 3.2. Schedule of Use Regulations after the line Single Residence as follows:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"Res. Compound (See Sec. 4.2.6.)	SP	SP	N	N	N	N	N	N";

and by adding a new Section 4.2.6. Residential Compound as follows:

"4.2.6. Residential Compound

a) Purpose - To provide limited residential development within large tracts of land in a manner which minimizes Town maintenance responsibility and cost, and simultaneously preserves the existing character of the Town.

b) Standards - A group of not more than five single family dwellings sharing common frontage and private access road may be permitted by Special Permit by the Planning board in all single family residential districts subject to the following provisions:

i. Tract Frontage - A residential Compound may be permitted on a single tract of land in one ownership, having a minimum frontage on a way of 150 feet in the SRA district and 80 feet in the SRB district.

ii. Density - A Residential Compound shall contain at least two acres per dwelling unit in the SRA District and 20,000 square feet per dwelling unit in the SRB District.

iii. Dimensional Requirements - No structure shall be closer than 30 feet from any other structure or way and 20 feet from any tract boundary line. No exclusive use area (an area reserved for the exclusive use of a dwelling unit) shall be less than the required lot area in the district in which it is located.

iv. Access - Each exclusive use area in the Residential Compound shall have adequate and legally enforceable rights of access to a way via a private street or driveway.

v. Open Space - Any land within the Residential Compound, not designated as an exclusive use area, private road or driveway shall be designated as permanent open space. Such land shall have a shape, dimension, character and location suitable for conservation, outdoor recreational facilities of a non-commercial nature, agricultural, preservation of scenic or historic structures, and structures accessory to any of the above uses (including swimming pools, tennis courts, stables, green- houses). Provisions shall be made for the open space to be owned:

i. in common by owners of all units in the Residential Compund; or

ii. by a trust or association of the owners of all units in the Residential Compound; or

iii. by the town; or

iv. by the Needham Conservation Commission; or

v. otherwise as may be authorized by the Planning Board.

In all cases a perpetual restriction running to or enforceable by the Town shall be recorded in respect to such open land. Such restriction shall provide that the Open Space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restriction shall be in a form or substance approved by the Planning Board.

c) Limitation on Subdivision - No Residential Compound for which a special permit has been issued under this section may be subdivided or further developed and a notation to this effect shall be shown on the plan.

d) Other Restrictions - The approved plan of the Residential Compound shall contain statements indicating the following: that the land lies within an approved Residential Compound; that development of the land is permitted only in accordance with the land uses indicated thereon; that the town will not be requested to accept or maintain the private access, drainage, or any other improvements within the Compound. Further, all deed restrictions with respect to ownership, use and maintenance or permanent open space shall be referenced on, and recorded with, the plan.

e) Procedure for Approval - The applicant shall submit to the Planning Board a completed application form, a filing fee, and an original and 7 copies of development plans showing the following:

i. Site Plans meeting to the extent applicable the requirements set forth for a Definitive Plan in the Subdivision Regulations and Procedural Rules of the Planning Board and including proposed locations of all structures.
ii. Elevations;
iii. Typical floor plan;
iv. Detailed plans of all entrances from the public street;
v. Detailed plans of disposal of sanitary sewage;
vi. Landscape plan;
vii. Proposed deed restrictions;
viii. Additional information as required by the Planning Board.

f) Planning Board Review - A special permit shall be issued by the Planning Board acting as the Special Permit Granting Authority under this section only if the Planning Board shall find that the Residential Compound is in harmony with the general purpose and intent of this section and that it is designed in such a manner to make it sufficiently advantageous to the town and to the residential district(s) in which the Residential Compound is located. If a special permit is granted, the Planning Board shall impose as a condition of approval that copies of all recorded instruments be filed with the Planning Board prior to the issuance of any building permit.";

2) Amend Section 7.6.1. Special Permit Granting Authority by adding the words "and Section 4.2.6." after the words "Section 4.2.5.";

ARTICLE 29

To see if the Town will vote to amend the Zoning By-law as follows:

1) Amend Section 4.4.6. Enclosed Parking by adding the words "up to two and one-half (2-1/2) percentage points" in the second sentence after the word "increased";

2) Amend Section 4.4.7. Business Uses in Other Districts by deleting it in its entirety and replacing it with the following:

"4.4.7. Business Uses in Other Districts

Whenever a business use as listed in Section 3.2. Schedule of Use Regulations is to be located or expanded in other than a business district, whether permitted by a Board of Appeals special permit or variance or otherwise, the percentage area requirements specified in Table I or II in Section 4.4.1. shall be applicable, unless a variance has also been granted from the provisions of this Section.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1) Amend Section 4.4.6. Enclosed Parking by adding the words "up to two and one-half (2-1/2) percentage points" in the second sentence after the word "increased";
2) Amend Section 4.4.7. Business Uses in Other Districts by deleting it in its entirety and replacing it with the following:

"4.4.7. Business Uses in Other Districts

Whenever a business use as listed in Section 3.2. Schedule of Use Regulations is to be located or expanded in other than a business district, whether permitted by a Board of Appeals special permit or variance or otherwise, the percentage area requirements specified in Table I or II in Section 4.4.1. shall be applicable, unless a variance has also been granted from the provisions of this Section."

Mr. Stanley R. Tippett addressed the proposal on behalf of the Planning Board and Mrs. Sally B. Davis spoke in favor of the proposal on behalf of the Board of Selectmen.

Mr. Robert A. Downs moved the previous question and when presented it carried by voice vote.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

Mrs. Mary Ellen Hale suggested that Town Meeting Members be given the existing Zoning By-Law provisions along with the new proposals to clarify proposed amendments in the future.

The Moderator expressed his appreciation to Boy Scout Dennis Whitney and Town Meeting Member G. Leonard McIntosh for their assistance with the microphones this evening.

ARTICLE 30

To see if the Town will vote to amend the Zoning by-law by adding a new Section 6.6. Parking or Storage of Commercial Vehicles in Residential Districts

"6.6. Parking or Storage of Commercial Vehicles in Residential Districts

In Single Residence A and B and General Residence Districts, the outside, overnight parking or storage of vehicles, designated as commercial by the Massachusetts Registry of Motor Vehicles under the laws of the Commonwealth of Massachusetts, shall be prohibited except for one such vehicle per dwelling unit, provided the commercial vehicle is the means of transportation to and from work by a resident of the premises. The Board of Appeals may grant a special permit for the outside, overnight parking and storage of more than one commercial vehicle if the vehicles are properly screened and the residential character of the premises is not altered. However, in no event shall the outside, overnight parking or storage of any vehicle exceeding 10,000 pounds gross weight or containing three or more axles be permitted in Single Residence A and B and General Residence Districts.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning by-law by adding a new Section 6.6. Parking or Storage of Commercial Vehicles in Residential Districts

"6.6. Parking or Storage of Commercial Vehicles in Residential Districts

In Single Residence A and B and General Residence Districts, the outside, overnight parking or storage of vehicles, designated as commercial by the Massachusetts Registry of Motor Vehicles under the laws of the Commonwealth of Massachusetts, shall be prohibited except for one such vehicle per dwelling unit, provided the commercial vehicle is the means of transportation to and from work by a resident of the premises. The Board of Appeals may grant a special permit for the outside, overnight parking and storage of more than one commercial vehicle if the vehicles are properly screened and the residential character of the premises is not altered. However, in no event shall the outside, overnight parking or storage of any vehicle exceeding 10,000 pounds gross weight or containing three or more axles be permitted in Single Residence A and B and General Residence Districts."

Mr. Richard C. Skarinka presented this proposal on behalf of the Planning Board.

Mrs. Marcia M. Carleton, Selectman, addressed this proposal on behalf of the Board of Selectmen.

Mr. Michael Cohen spoke in opposition of this article expressing concern for the father/son families with commercial vehicles.

Mr. Hertz Henkoff, Chairman, board of Appeals, agreed with Mr. Stephen W. Merritt that this proposal needs clarification.

Mr. Stephen W. Merritt moved to postpone Article 30 to a time certain, specifically to Wednesday, May 15, 1985, after the dissolution of the Special Town Meeting and Article 24.

A motion to amend was offered by Mr. William F. Dermody to strike the word "and" in the eleventh line, add a comma "," and after the word "altered" add the following words "and provided the commercial vehicles are the means of transportation to and from work by a resident of the premises."

After a brief discussion, Mr. Frederick Waldman moved the previous question and it was so voted unanimously by voice vote.

Mr. Merritt's motion to postpone was presented and carried by voice vote.

At 11:00 P.M. Mr. Gilbert W. Cox, Jr. moved that the meeting stand adjourned until Wednesday, May 15, 1985, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Bertolet
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

May 15, 1985

Pursuant to adjournment of the Annual Town Meeting held May 13, 1985, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 15, 1985, at 7:30 P.M.

Check lists were used and 301 voters were checked on the list, which included 227 Town Meeting Members.

Msgr. Robert T. Kickham, Pastor, St. Bartholomew Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Mr. H. Phillip Garrity, Jr. moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

* * * *

SPECIAL TOWN MEETING

May 15, 1985

Pursuant to a warrant issued by the Selectmen on April 23, 1985, this meeting was called for May 15, 1985, at 7:30 P.M. The call to the meeting and the officer's return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parlimentary rules as outlined for the Annual Town Meeting were adopted.

The Moderator announced that the proponents of Article 1 requested unanimous consent to withdraw the article, and it was so voted unanimously.

ARTICLE 1

To see if the Town will vote to deny the overnight storage of trains and construction of a train yard within the Town of Needham; or take any other action relative thereto.

RESOLVED: That the Town deny overnight storage of trains and construction of a train yard within the Town of Needham.

The Moderator announced that this article is a non-binding resolution to the Board of Selectmen.

The following proponents spoke in favor of Article 1: Messrs. John Donohue, Herb Stone and James Brothers.

Unanimous consent was given to allow Mr.Daniel L. Ocasio, MBTA Project Manager, to address Town Meeting.

Also speaking in opposition to this proposal were Messrs. Richard Tilles, Chairman, Needham Transportation Committee, James Kenefick and Mrs. Elinor Devlin, Members of the Needham Transportation Committee.

Mr. Thomas M. Harkins moved the previous question, but it failed to pass by voice vote.

After a brief discussion, Mr. John J. Ryan moved the previous question and it was so voted by voice vote.

Mr. J. Richard Fischer was sworn in a teller by the Moderator.

ACTION: The Moderator called for a hand count. The Resolution was presented and carried by a count of hands: It was Yes 120 - No 91.

ARTICLE 2

To see if the Town will appropriate a sum of money to dismantle and remove the Norris Farm Storage Building at the DeFazio Field complex; such sum to be expended by the Board of Selectmen; said work to be supervised by the Department of Public Works; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $40,000 to dismantle and remove the Norris Farm Storage Building at the DeFazio Field complex; such sum to be expended by the Board of Selectmen and raised by transfer from Line Item No. 3, Article 12 of the 1984 Annual Town Meeting Meeting, the amount of $5,000, and from line item No. 9, Article 12 of the Annual Town Meeting, the amount of $35,000.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3 was withdrawn earlier this evening.

ARTICLE 4

To see if the Town will vote to appropriate a sum of money to repair and replace sections of the balconies over the Highland Avenue and Chapel Street doors at Town Hall; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $23,500. to repair and replace sections of the balconies over the Highland Avenue and Chapel Street doors at Town Hall, said sum to be expended by the Board of Selectmen and raised by transfer from Line Item No. 9, Article 12 of the 1984 Annual Town Meeting, in the amount of $12,000, and from Line Item No. 13, Article 12 of the 1984 Annual Town Meeting, the amount of $11,500.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5

To see if the Town will vote to appropriate a sum of money for the purpose of supplementing some of the line item amounts appropriated under budget Article 12 of the 1984 Annual Town Meeting which are found to be insufficient to meet the normal costs incurred for the respective services identified with said line items; determine how said sum is to be raised, whether from the free cash account, by transfer of the anticipated unused sums from budget items appropriated under said Article 12, or by any other means and how expended; or take any other action relative thereto.

MOVED: That the Twon appropriate the sum of $238,450. for the purpose of supplementing certain line items appropriated under Article 12 of the 1984 Annual Town Meeting, which are found to be insufficient to meet the normal costs incurred for the respective services identified with said line items; said items as determined and recommended are identified and allocated as follows:

Item #	Description	Amount
2	Selectmen - Telephone	$ 11,000.
8	Insurance - Group	10,000.
12	Street Lighting	25,000.
25	Special Legal Fees	15,000.
56	Non-Contributory Pension	4,750.
74	Police Overtime Salaries	30,000.
80	Police - Building Maintenance	3,000.
132	Hospital - Expenses	130,000.
153	Planning Board Expenses	500.
161	Library - Salaries	5,500.
164	Library - Building Maintenance	3,700.
		238,450.

The above sums to be raised by transfer from the line items appropriated under Article 12 of the 1984 Annual Town Meeting as follows:

Item #	Description	Amount
13	Unemployment Compensation	$ 33,500.
20	Registrars - Expenses	2,500.
23	Legal Salaries	2,400.
24	Legal Expenses	2,500.
26	Personnel Salaries	1,700.
30	Assessors Expenses	3,000.
73	Police - Salaries	35,000.
76	Police In-Service Training	5,000.
77	Police Capital Outlay	3,000.
82	Police, Operating Expenses	8,000.
109	Engineering Salaries	3,000.
112	Garage & Equipment Expenses	2,500.
117	Park Division - Salaries	5,000.
120	Sewer - Salaries	14,000.
123	Emergency - Salaries	6,000.
124	Emergency - Expenses	5,000.
131	Hospital Salaries	95,000.
135	Board of Health - Salaries	1,000.
141	Board of Health - Mental Health	7,500.
166	Library - Capital Outlay	2,100.
165	Library - Expenses	750.
		238,450.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 6
To see if the Town will vote to appropriate the sum of $33,410. for the payment of charges incurred prior to Fiscal Year 1985 by the following departments:

MOVED: That the Town appropriate the sum of $33,410. for the payment of charges incurred prior to Fiscal Year 1985 by the following departments:

Department	Line Item	Description	Amount
Glover Memorial Hospital	132	various vendors	$20,895.
School Committee	59	legal services	10,771.
	67	tuitions	1,744.
Total			$33,410.

Said sum to be raised by transfer from Line Item No. 33, Article 12 of the 1984 Annual Town Meeting, the amount of $12,000., and from Line Item No. 88, Article 12 of the 1984 Annual Town Meeting, the amount of $21,410.

ACTION: The main motion which requies a nine-tenths vote was presented and carried unanimously by voice vote.

ARTICLE 7
To see if the Town shall appropriate a sum of money as authorized by G.L. Chapter 44, Section 53C, to be placed in a special fund known as the Police Outside Detail Revolving Fund to be used for the operation and maintenance of the fund consistent with the purposes set forth in G.L. Chapter 44, Section 53C; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $10,000. as authorized by G.L. Chapter 44, Section 53C to be placed in a special fund known as the Police Outside Detail Revolving Fund to be used for the operation and maintenance of the fund, and be raised by transfer from Line Item No. 143, Article 12 of the 1984 Annual Town Meeting, the amount of $2,000., and from Line Item No. 147, Article 12 of the 1984 Annual Town Meeting, the amount of $8,000.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 8
To see if the Town wishes to approve or disapprove of the decision of the Needham Retirement Board to participate in the Pension Reserves Investment Trust Fund (PRIT); or take any other action relative thereto.

MOVED: That the Town approve the decision of the Needham Retirement Board to participate in the Pension Reserves Investment Trust Fund (PRIT).

Unanimous consent was given to permit Mr. Joseph Carey, Town Comptroller and Chairman of the Needham Retirement Board and Messrs. Paul Quirk and Daniel Kelly from the Pension Reserves Investment Trust Fund to address Town Meeting.

Mr. J. Darrison Sillesky addressed this proposal on behalf of the Needham Retirement Board. Also speaking in favor of this proposal were Messrs. Carey and Kelly.

Mr. H. Phillip Garrity noted that the Board of Selectmen voted three to two and the Needham Retirement Board voted two to one to join PRIT and encouraged an affirmative vote.

After a lengthy discussion, Mr. William M. Powers moved the previous question and it was so voted unanimously.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 9
To see if the Town will vote to accept the provisions of Chapter 477 of the Acts of 1984, which allow the Town to purchase surplus equipment, supplies, and materials from another government unit; or take any other action relative thereto.

MOVED: That the Town accept the provisions of Chapter 477 of the Acts of 1984 which allow the Town to purchase surplus equipment, supplies, and materials from another governmental unit.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 10:40 P.M. Mr H. Phillip Garrity, Jr. moved that this Special Town Meeting stand dissolved in the memory of Howard E. Bamforth, and it was so voted unanimously.

* * * *

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 24
To see if the Town will vote to appropriate a sum of money for the modification of Town Hall facilities so as to provide handicapped accessibility to Town Hall as required by the federal regulations governing the General Revenue Sharing program, namely, Section 504 of the Rehabilitation Act of 1973 (as amended) and by Article of Amendment 114 of the Massachusetts Constitution; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $24,000. for the modification of Town Hall facilities so as to provide handicapped accessibility to Town Hall as required by the federal regulations governing the General Revenue Sharing program, and by Massachusetts state laws; said sum to be expended by the Board of Selectmen and raised from the current tax levy.

ACTION: The main motion was presented and carried unaminously by voice vote.

ARTICLE 30

To see if the Town will vote to amend the Zoning by-law by adding a new Section 6.6. Parking or Storage of Commercial Vehicles in Residential Districts.

"6.6. Parking or Storage of Commercial Vehicles in Residential Districts

In Single Residence A and B and General Residence Districts, the outside, overnight parking or storage of vehicles, designated as commercial by the Massachusetts Registry of Motor Vehicles under the laws of the Commonwealth of Massachusetts, shall be prohibited except for one such vehicle per dwelling unit, provided the commercial vehicle is the means of transportation to and from work by a resident of the premises. The Board of Appeals may grant a special permit for the outside, overnight parking and storage of more than one commercial vehicle if the vehicles are properly screened and the residential character of the premises is not altered. However, in no event shall the outside, overnight parking or storage of any vehicle exceeding 10,000 pounds gross weight or containing three or more axles be permitted in Single Residence A and B and General Residence Districts".

The Moderator noted that a motion to amend Article 30 previously offered by Mr. William F. Dermody was still on the floor.

A second motion to amend was offered by Mr.Michael Cohen as follows: In the fifth line, after "Massachusetts" add the words "and having a carrying weight of more than 2000 pounds", and in the sixth line, after the word "vehicle" add the words "regardless of weight".

The Moderator stated that a second main motion would be offered by Mr. John H. Cogswell provided the original main motion and the two motions to amend were defeated.

A third motion to amend was offered by Mrs. Agnes M. Bassett to add the following words after the word "premises." in the eighth line, "Said vehicles shall not be used overnight, or at any time, for storage of garbage."

After a brief discussion, Mr. Francis G. Denneen moved the previous question as to the main motion and the three motions to amend.

Mr. Denneen's motion was presented and carried unanimously by voice vote.

Mrs. Barrett's motion to amend was presented, but it failed to pass.

Mr. Cohen's motion to amend was presented, but it failed to pass.

Mr. Dermody's motion to amend was presented, but it failed to pass.

Mr. Cogswell's main motion was presented and the Moderator was in doubt as to the voice vote. The main motion was again presented, but failed to pass by the required two-thirds vote. The hand count was Yes 3 - No 173.

Another main motion under Article 30 was offered by Mr. John H. Cogswell as follows:

That the Town amend the Zoning By-Law by adding a new Section 6.6 Parking or Storage of Commercial Vehicles in Residential Districts

"6.6. Parking or Storage of Commercial Vehicles in Residential Districts

The use of premises for the overnight parking or storage of commercial motor vehicles, as designated by the Massachusetts Registry of Motor Vehicles in Single Residence A or B or General Residence Districts not previously permitted by this by-law, shall now be permitted as follows:

One commercial vehicle not exceeding ten thousand (10,000) pounds in gross vehicle weight or exceeding two axles, may be parked or stored overnight per dwelling unit, provided the commercial motor vehicle is a means of transportation to and from work on a regular and frequent basis by a resident of the premises.

The Board of Appeals may grant a special permit for the overnight parking or storage of more than one such commercial motor vehicle, but in any event, no more than three, upon a determination that:

1. The Vehicles are properly screened.
2. Each such permitted commercial vehicle shall be used as a means of transportation to and from work on a regular and frequent basis by a domiciliary of the premise.
3. The parking of such commercial vehicles will not affect the residential character of the residence or the neighborhood.
4. The commercial vehicles to be parked or stored shall not exceed 10,000 pounds gross vehicle weight or have more than two axles.
5. Such special permits shall not be transferable."

A motion to amend was offered by Mr. Michael Cohen to add the following sub-paragraph (A) after the first paragraph:

"(A) Up to three commercial vehicles not exceeding 2000 pounds loaded capacity each may be parked or stored overnight per dwelling unit provided the commercial motor vehicle is a means of transportation to and from work on a regular and frequent basis by a resident of the premises."

and to make the second paragraph beginning "One commercial vehicle . . ." sub-paragraph (B).

At 11:30 P.M. Mr. William M. Powers moved that the meeting stand adjourned to Monday, May 20, 1985, at 7:30 P.M. at the Newman Middle School and it was unanimously voted.

Theodora K. Bertolet
Town Clerk

* * * *

ADJOURNED ANNUAL TOWN MEETING
May 20, 1985

Pursuant to adjournment of the Annual Town Meeting held May 15, 1985, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, May 20, 1985, at 7:30 P.M.

Check lists were used and 269 voters were checked on the list, including 221 Town Meeting Members.

Rabbi Rifat Sonsino, Temple Beth Shalom, and President of the Needham Clergy Association, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator requested unanimous consent to advance Articles 42 and 43 at this time and it was so voted unanimously.

The Moderator granted Mr. Roy A. Cramer, Chairman, Conservation Commission permission to address Articles 42 and 43.

ARTICLE 42
To see if the Town will vote to appropriate a sum of money and authorize the Board of Selectmen to purchase the six-acre parcel of land shown on Assessors Plan No. 306, Parcel 14, for conservation purposes; or take any other action relative thereto.

MOVED: That the Town appropriate $_____ and authorize the Board of Selectmen to purchase the six-acre parcel of land shown on Assessors Plan No. 306, Parcel 14, for conservation purposes.

Mr. Roy Cramer moved to discuss Articles 42 and 43 together but vote on separately and it was so voted unanimously.

Mr. Cramer stated that a developer has offered a higher price for the purchase of the two parcels of land, one 6-acre plot adjacent to Ridge Hill Reservation and one 30-acre plot on the Wellesley line.

Mr. Robert Davis moved to withdraw Article 42, but when presented, it failed to pass by the required unanimous vote.

Mr. Robert Davis moved to postpone indefinitely Article 42 and when presented, it carried unanimously by voice vote.

ARTICLE 43
To see if the Town will vote to appropriate a sum of money and authorize the Board of Selectmen to purchase the 29.37 acre parcel of land shown on Assessors Plan No. 218, Parcels 9, 10, 13, 14 and 15, for conservation purposes; or take any other action relative thereto.

MOVED: That the Town appropriate $_____ and authorize the Board of Selectmen to purchase the 29.37 acre parcel of land shown on Assessors Plan No. 218, Parcels 9, 10, 13, 14 and 15, for conservation purposes.

Mr. Robert Davis moved to withdraw Article 43 and when presented, it carried unanimously by voice vote.

ARTICLE 30
To see if the Town will vote to amend the Zoning By-Law by adding a new Section 6.6. Parking or Storage of Commercial Vehicles in Residential Districts.

"6.6. Parking or Storage of Commercial Vehicles in Residential Districts

In Single Residence A and B and General Residence Districts, the outside, overnight parking or storage of vehicles, designated as commercial by the Massachusetts Registry of Motor Vehicles under the laws of the Commonwealth of Massachusetts, shall be prohibited except for one such vehicle per dwelling unit, provided the commercial vehicle is the means of transportation to and from work by a resident of the premises. The Board of Appeals may grant a special permit for the outside, overnight parking and storage of more than one commercial vehicle if the vehicles are properly screened and the residential character of the premises is not altered. However, in no event shall the outside, overnight parking or storage of any vehicle exceeding 10,000 pounds gross weight or containing three or more axles be permitted in Single Residence A and B and General Residence Districts."; or take any other action relative thereto.

Mr. John H. Cogswell moved that the subject matter of Article 30 be referred back to the Planning Board for further study.

After a brief discussion, Mr. John J. Gill moved the previous question and it was so voted unanimously.

Mr. Cogswell's motion to refer Article 30 back to the Planning Board was presented and carried unanimously by voice vote.

ARTICLE 31
To see if the Town will vote to amend the Zoning By-law in Section 3.2 Schedule of Use Regulations under the entry which reads "Conversion of a single family dwelling to a two family dwelling" by deleting the notation "SP" under the columns titled "SRA", "SRB", "I", and "B" and replace it with the notation "N".; or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-law in Section 3.2 Schedule of Use Regulations under the entry which reads "Conversion of a single family dwelling to a two family dwelling" by deleting the notation "SP" under the columns titled "SRA", "SRB", "I", and "B" and replace it with the notation "N".

Mr. John H. Cogswell moved that Articles 31 and 32 be discussed together but voted on separately.

Mr. Cogswell's motion was presented and carried unanimously by voice vote.

Mr. Cogswell addressed Articles 31 and 32 on behalf of the Planning Board. Mr. Hertz N. Henkoff, Chairman, Board of Appeals, and Mr. James Hugh Powers spoke in favor of this article. Mrs. Andrea Rae expressed concerns regarding the Zoning By-Law amendment.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 32

To see if the Town will vote to amend the Zoning By-law by adding a new Section 4.2.7. Conversion of a Single Family Residence as follows:

"4.2.7. Conversion of a Single Family Residence to a Two Family Residence

The Board of Appeals may issue a special permit for the conversion of a single family residence to a two-family residence in the Single Residence A, Single Residence B, Institutional, and business districts if all of the following conditions are met:

1) The lot on which the dwelling is located is at least twice the minimum required for that district;

2) The dwelling has at least 2000 square feet gross floor area in size;

3) All parking is provided on the premises;

4) No substantial exterior changes to the structure will be permitted to achieve the conversion;

5) The conversion will not be detrimental to the neighborhood.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-law by adding a new Section 4.2.7. Conversion of a Single Family Residence as follows:

"4.2.7. Conversion of a Single Family Residence to a Two Family Residence

The Board of Appeals may issue a special permit for the conversion of a single family residence to a two-family residence in the Single Residence A, Single Residence B, Institutional, and business districts if all of the following conditions are met:

1) The lot on which the dwelling is located is at least twice the minimum required for that district;

2) The dwelling has at least 2000 square feet gross floor area in size;

3) All parking is provided on the premises;

4) No substantial exterior changes to the structure will be permitted to achieve the conversion;

5) The conversion will not be detrimental to the neighborhood.".

Mr. Stanley R. Tippett moved that the subject matter of Article 32 be withdrawn and when presented, it carried unanimously by voice vote.

ARTICLE 33

To see if the town will vote to amend the zoning By-law as follows:

1) Add the following entry to Section 3.2. Schedule of Use Regulations after the entry which reads "Private club not conducted as a business";

"Conversion of an existing municipal school building (See Section 5.6.)

SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
SP	SP	SP	SP	SP	SP	SP	SP"

2) Add a new Section 5.6. Conversion of an Existing Municipal School Building which will read as follows:

"5.6. Conversion of an Existing Municipal School Building

5.6.1. Permitted Uses

An existing municipal school building, but not the land, may be converted to any of the following uses upon the receipt of a special permit from the Board of Appeals: office; craft (not including retail sale of goods produced on or off the premises); professional service; laboratory not including genetic or biological research; medical reference laboratory or dental prosthesis laboratory.

5.6.2. More than one principal use

More than one principal use may be permitted in a converted school building.

5.6.3. Conditions for a Special Permit

A. The off-street parking requirements of Section 5.1. shall be met for each use.

B. The general design requirements of Section 5.3. shall be met.

C. A special permit shall be renewed at the time of the renewal of any lease for any use within the building or every two years, whichever comes first.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1) Add the following entry to Section 3.2. Schedule of Use Regulations after the entry which reads "Private club not conducted as a business";

"Conversion of an existing municipal school building (See Section 5.6.)

SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
SP	SP	SP	SP	SP	SP	SP	SP"

2) Add a new Section 5.6. Conversion of an Existing Municipal School Building which will read as follows:

"5.6. Conversion of an Existing Municipal School Building

5.6.1. Permitted Uses

An existing municipal school building, but not the land, may be converted to any of the following uses upon the receipt of a special permit from the Board of Appeals: office; craft (not including retail sale of goods produced on or off the premises); professional service; laboratory not including genetic or biological research; medical reference laboratory or dental prosthesis laboratory.

5.6.2. More than one principal use

More than one principal use may be permitted in a converted school building.

5.6.3. Conditions for a Special Permit

A. The off-street parking requirements of Section 5.1. shall be met for each use.

B. The general design requirements of Section 5.3. shall be met.

C. A special permit shall be renewed at the time of the renewal of any lease for any use within the building or every two years, whichever comes first.".

Mr. Daniel P. Matthews addressed this proposal on behalf of the School Committee.

Mr. Matthews moved to refer the subject matter of this Article back to the Planning Board for further study.

Mr. Ron Sockol expressed concern over the rezoning of a municipal school building.

Mr. William R. Dermody moved the previous question as to the main motion and the motion to refer and it was so voted unanimously.

Mr. Matthews' motion to refer Article 33 back to the Planning Board for further study was presented and carried by voice vote.

ARTICLE 34

To see if the Town will vote to amend the Zoning By-law as follows:

1) Amend Section 1.3. Definitions by inserting the following at the proper alphabetical location:

"Heliport, limited - An area on a roof or on the ground used by helicopters for the purpose of picking up or discharging passengers or cargo, but not including fuel service, maintenance or overhaul, hangars or other accessory buildings, or overnight storage (except when removal is prohibited due to atmospheric conditions or mechanical difficulties).

Heliport, general - An area used by helicopters which includes passenger and cargo facilities and regularly scheduled passenger and cargo service, aircraft maintenance and repair, fueling service, storage space, hangars and accessory buildings, and/or overnight storage."

2) Amend Section 3.2. Schedule of Use Regulations by deleting the entry which reads:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"Airport, heliport, strip or area for any type of aircraft	N	N	N	N	N	SP	SP	SP"

and insert the following entries in its place:

"Airport or General Heliport	N	N	N	N	N	N	N	N
Limited Heliport	N	N	N	N	N	N	SP	SP"

3) Add a new Section 6.5. LIMITED Heliports which will read as follows:

6.5. Limited Heliports

6.5.1. Special Permits for Limited Heliports granted under Section 3.2. Schedule of Use Regulations shall be consistent and in conformance with the standards and criteria enumerated herein and any other conditions which may be required by the Board of Appeals.

6.5.2. Basic Requirements

a) The proposed limited heliport is found to be desirable for public convenience and welfare.

b) No part of the limited heliport shall be a safe distance but not less than 500 feet from a residentially zoned district excluding Commonwealth of Massachusetts land currently devoted to Route 128 circumferential highway as shown on the Needham Zoning Map.

c) The limited heliport shall not be utilized by a helicopter craft with a seating capacity of more than five.

d) The applicant shall submit a noise assessment consistent with Federal Aviation Administration guidelines contained in Advisory Circular Number 150/5020-2 or any subsequent amendments to evaluate the acoustic impacts on the environment in the area of the proposed limited heliport.

e) The applicant shall submit a site plan certified by an individual possessing qualifications satisfactory to the Board of Appeals showing the direction of prevailing winds, the approach/ departure pattern (including the horizontal plan and elevation profile of the flight paths to be used), distances to residential areas or districts, and the location and height of any structures within the glide path.

f) Heliport landing areas at ground level shall have a minimum area of 100 feet by 100 feet which shall be paved and kept free of loose material. The landing area shall be enclosed by a fence at least four feet in height. Heliport landing areas constructed on buildings and other elevated places shall be of a size and construction consistent with federal and state standards. In no event shall a heliport be constructed on a building or other elevated place if it is determined by the Needham Fire Department to be at a height beyond the fire fighting capabilities of its equipment.

g) Heliport landing areas shall be provided with means for safe collection and disposition of fuel spilled in an emergency. Adequate fire protection and firefighting equipment shall be provided in accordance with federal, state and local requirements, and shall be regularly inspected and tested.

h) Heliport landing areas shall be provided with lighting and wind direction indications in conformity with Federal Aviation Agency and Massachusetts Aeronautics Commission regulations and recommendations.

i) Unless otherwise specified in this section or within the decision of the Board of Appeals, Limited Heliport landing areas shall be of a design and construction consistent with the appropriate state and federal standards.

j) The Board of Appeals may require evidence of application, certification and/or approval by the Massachusetts Aeronautics Commission, the Federal Aviation Administration, Civil Aeronautics Board, or other appropriate agency prior to the granting of a special permit for a limited heliport.

k) The Board of Appeals shall specify the hours of operation of limited heliports and the frequency of use.

l) A special permit granted under this section shall be subject to review by the board of Appeals on an annual basis. The Board shall consult with the Building Inspector to determine if all conditions of the original special permit for the heliport have been met and if any complaints have been filed concerning the operation of the heliport with the Building Inspector or the Board. The Building Inspector shall respond to any complaints consistent with Chapter 40A.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1) Amend Section 1.3. Definitions by inserting the following at the proper alphabetical location:

"Heliport, limited - An area on a roof or on the ground used by helicopters for the purpose of picking up or discharging passengers or cargo, but not including fuel service, maintenance or overhaul, hangars or other accessory buildings, or overnight storage (except when removal is prohibited due to atmospheric conditions or mechanical difficulties).

Heliport, general - An area used by helicopters which includes passenger and cargo facilities and regularly scheduled passenger and cargo service, aircraft maintenance and repair, fueling service, storage space, hangars and accessory buildings, and/or overnight storage."

2) Amend Section 3.2. Schedule of Use Regulations by deleting the entry which reads:

	SRA	SRB	GR	A-1,2,3	I	B	IND	INDP
"Airport, heliport, strip or area for any type of aircraft	N	N	N	N	N	SP	SP	SP"

and insert the following entries in its place:

"Airport or General Heliport	N	N	N	N	N	N	N	N
Limited Heliport	N	N	N	N	N	N	SP	SP"

3) Add a new Section 6.5. LIMITED Heliports which will read as follows:

6.5. Limited Heliports

6.5.1. Special Permits for Limited Heliports granted under Section 3.2. Schedule of Use Regulations shall be consistent and in conformance with the standards and criteria enumerated herein and any other conditions which may be required by the Board of Appeals.

6.5.2. Basic Requirements

a) The proposed limited heliport is found to be desirable for public convenience and welfare.

b) No part of the limited heliport shall be a safe distance but not less than 500 feet from a residentially zoned district excluding Commonwealth of Massachusetts land currently devoted to Route 128 circumferential highway as shown on the Needham Zoning Map.

c) The limited heliport shall not be utilized by a helicopter craft with a seating capacity of more than five.

d) The applicant shall submit a noise assessment consistent with Federal Aviation Administration guidelines contained in Advisory Circular Number 150/5020-2 or any subsequent amendments to evaluate the acoustic impacts on the environment in the area of the proposed limited heliport.

e) The applicant shall submit a site plan certified by an individual possessing qualifications satisfactory to the Board of Appeals showing the direction of prevailing winds, the approach/ departure pattern (including the horizontal plan and elevation profile of the flight paths to be used), distances to residential areas or districts, and the location and height of any structures within the glide path.

f) Heliport landing areas at ground level shall have a minimum area of 100 feet by 100 feet which shall be paved and kept free of loose material. The landing area shall be enclosed by a fence at least four feet in height. Heliport landing areas constructed on buildings and other elevated places shall be of a size and construction consistent with federal and state standards. In no event shall a heliport be constructed on a building or other elevated place if it is determined by the Needham Fire Department to be at a height beyond the fire fighting capabilities of its equipment.

g) Heliport landing areas shall be provided with means for safe collection and disposition of fuel spilled in an emergency. Adequate fire protection and firefighting equipment shall be provided in accordance with federal, state and local requirements, and shall be regularly inspected and tested.

h) Heliport landing areas shall be provided with lighting and wind direction indications in conformity with Federal Aviation Agency and Massachusetts Aeronautics Commission regulations and recommendations.

i) Unless otherwise specified in this section or within the decision of the Board of Appeals, Limited Heliport landing areas shall be of a design and construction consistent with the appropriate state and federal standards.

j) The Board of Appeals may require evidence of application, certification and/or approval by the Massachusetts Aeronautics Commission, the Federal Aviation Administration, Civil Aeronautics Board, or other appropriate agency prior to the granting of a special permit for a limited heliport.

k) The Board of Appeals shall specify the hours of operation of limited heliports and the frequency of use.

l) A special permit granted under this section shall be subject to review by the Board of Appeals on an annual basis. The Board shall consult with the Building Inspector to determine if all conditions of the original special permit for the heliport have been met and if any complaints have been filed concerning the operation of the heliport with the Building Inspector or the Board. The Building Inspector shall respond to any complaints consistent with Chapter 40A.".

Mr. John H. Cogswell moved that Articles 34 and 35 be discussed together but voted on separately.

Mr. Cogswell's motion was presented and carried unanimously by voice vote.

Unanimous consent was given to permit Mr. Philip Balboni of WCVB-TV, Channel 5, to address Town Meeting.

Mr. Norman A. Homsy addressed Articles 34 and 35 on behalf of the Planning Board.

Messrs. John F. Connell, Sydney Randall, and Charles S. Sahagian presented proposals on behalf of the petitioners of Article 35. Also speaking in favor of Article 35 were David F. Eldridge, Jr., George M. Watson, Jr., Ira A. Nagel, Barbara K. Popper and William M. Powers.

Unanimous consent was given to permit Mr. Richard Hodgkins, Channel 5 Heliport Consultant, to address Town Meeting.

Messrs. Richard Hodgkins, Francis G. Denneen, James Hugh Powers and Mrs. Sylvia B. Winton spoke in favor of Article 34.

Mr. Leon B.Levitan moved the previous question and when presented, the Moderator was in doubt as to the voice vote. Mr. Harry M. Hilton was sworn in as teller by the Moderator. The motion to move the previous question was again presented, but failed to pass by the required two-thirds vote. The hand count was Yes 118 - No 95.

After a brief discussion, Mr. Herbert H. Landy moved the previous question and when presented, the Moderator was in doubt as to the voice vote. The motion to move the previous question was again presented, but failed to pass by the required two-thirds vote.

Mr. Peter B. Johnson moved to postpone the vote on Article 34 to a time certain to follow Article 35 after Article 35 has been disposed of.

Mr. James M. Colman moved the previous question on all motions and it was so voted by voice vote.

Mr. Johnson's motion was presented and carried unanimously by voice vote.

ARTICLE 35

To see if the town will vote to amend the Zoning By-Law as follows:

1) By deleting in Section 3.2. Schedule of Use Regulations the notation "SP" under the columns titled "B", "IND", and "INDP," for the entry which reads "airport, heliport, landing strip or area for any type of aircraft" and substituting the notation "N" in their place.

2) By adding the following sentence at the end of Section 3.1.2. Prohibited Uses,

"Use of any premises in any district for landing or taking off of aircraft, including helicopters, is prohibited except for purposes of emergency."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1) By deleting in Section 3.2. Schedule of Use Regulations the notation "SP" under the columns titled "B", "IND", and "INDP," for the entry which reads "airport, heliport, landing strip or area for any type of aircraft" and substituting the notation "N" in their place.

2) By adding the following sentence at the end of Section 3.1.2. Prohibited Uses,

"Use of any premises in any district for landing or taking off of aircraft, including helicopters, is prohibited except for purposes of emergency."

ACTION: The main motion was presented, and the hand count was Yes 143 - No 71. The Moderator requested a recount after advised by a teller of an uncertain count. The motion was again presented and carried by the required two-thirds vote. The hand count was Yes 144 - No 71. A request for a roll call vote on this motion by Mr. Robert D. Hall, Jr. passed. The motion was again presented and carried by the required two-thirds vote. The roll call vote was Yes 145 - No 71.

At 10:40 P.M. Mr. Norman R. Meier moved that the meeting stand adjourned until Wednesday, May 22, 1985, at 7:30 P.M. The motion was presented, but it failed to pass by voice vote.

Mr. John H. Cogswell moved that the subject matter of Article 34 be referred back to the Planning Board for further study.

Mr. Cogswell's motion to refer was presented and carried by voice vote.

At 10:50 P.M. Mr. Gilbert W. Cox, Jr. moved that the meeting stand adjourned to Wednesday, May 22, 1985, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Bertolet
Town Clerk

ADJOURNED ANNUAL TOWN MEETING
May 22, 1985

Pursuant to adjournment of the Annual Town Meeting held May 20, 1985, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 22, 1985, at 7:30 P.M.

Check lists were used and 250 voters were checked on the list, including 208 Town Meeting Members.

Rev. Paul C. Clayton, Pastor, Needham Congregational Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 36

To see if the Town will vote to amend the Zoning By-law as follows:

1) Amend Sub-section 5.1.1.2. by deleting the section in the entirety and substituting in its place the following:

"If a building is altered to increase the gross floor area by more than 100 square feet, off-street parking shall be provided for the total gross building floor area. New or rebuilt buildings after destruction by fire will conform with the off-street parking requirements in Section 5.1.2."

2) Delete Section 5.1.2. Required Parking, in its entirety and replace it with the following:

"5.1.2. REQUIRED PARKING

USE		NUMBER OF OFF-STREET PARKING SPACES
1)	Theatre, gymnasium, auditorium or similar place of public assembly indoor or outdoor with seating facilities.	1 space per 3 seats of of total seating capacity.
2)	Medical, dental and related health service office or clinics.	1 space per 250 square feet of gross floor area.
3)	Hospital.	1 space for each two beds plus 1 space for each 2 employees on the largest shift, plus 1 space for each 3 seats in a place of public assembly (if available).
4)	Nursing home or a residential care institution or facility.	2/5 total number of beds.
5)	Boarding house, dormitory, fraternity.	1 space per rental or sleeping unit. Any bedroom or group of two (2) beds in a single room constitutes a sleeping unit.
6)	Retail stores or services.	1 space per 250 square feet of gross floor area.

7)	Offices and banks, customer or client service office and establishment.	1 space per 250 square feet of gross floor area.
8)	Hotel or motel.	1 space for each sleeping unit, plus 1 space for each 250 square feet of public meeting area.
9)	Restaurant.	1 space per 3 seats plus 10 spaces per take-out service station.
10)	Laundry or laundromat.	1 space per 250 square feet of gross floor area.
11)	Bowling alley, tennis or racquet ball court.	3 spaces per alley or court.
12)	Colleges, vocational and high schools.	2/5 of design or expected enrollment.
13)	Research facilities, and laboratories.	1 space per 250 square feet of gross floor area.
14)	Warehouses and outdoor storage yards.	1 space per 250 square feet of gross floor area.
15)	Mixed uses.	Sum of various uses computed separately.
16)	Manufacturing or industrial establishment	1 space per 250 square feet of gross floor area.
17)	Any use permitted by this Zoning By-Law not interpreted to be covered by this schedule.	Closest similar use as shall be determined by the Building Inspector.

In the event that the Building Inspector is unable to determine if a particular use relates to any use within the table of "Required Parking" (Section 5.1.2), the Planning Board shall recommend to the Building Inspector an appropriate number of spaces to be provided based on the maximum anticipated parking needs of potential occupants, users, guests, or employees of the property.

In the event any use in the Business and Industrial and Industrial Park Districts requires a special permit or is permitted by a variance, the Board of Appeals shall specify the number of off-street parking spaces required, which shall be consistent with the table of "Required Parking" (Section 5.1.2) where applicable."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1) Amend Sub-section 5.1.1.2. by deleting the section in the entirety and substituting in its place the following:

"If a building is altered to increase the gross floor area by more than 100 square feet, off-street parking shall be provided for the total gross building floor area. New or rebuilt buildings after destruction by fire will conform with the off-street parking requirements in Section 5.1.2."

2) Delete Section 5.1.2. Required Parking, in its entirety and replace it with the following:

"5.1.2. REQUIRED PARKING

USE		NUMBER OF OFF-STREET PARKING SPACES
1)	Theatre, gymnasium, auditorium or similar place of public assembly indoor or outdoor with seating facilities.	1 space per 3 seats of of total seating capacity.
2)	Medical, dental and related health service office or clinics.	1 space per 250 square feet of gross floor area.
3)	Hospital.	1 space for each two beds plus 1 space for each 2 employees on the largest shift, plus 1 space for each 3 seats in a place of public assembly (if available).
4)	Nursing home or a residential care institution or facility.	2/5 total number of beds.
5)	Boarding house, dormitory, fraternity.	1 space per rental or sleeping unit. Any bedroom or group of two (2) beds in a single room constitutes a sleeping unit.
6)	Retail stores or services.	1 space per 250 square feet of gross floor area.
7)	Offices and banks, customer or client service office and establishment.	1 space per 250 square feet of gross floor area.
8)	Hotel or motel.	1 space for each sleeping unit, plus 1 space for each 250 square feet of public meeting area.
9)	Restaurant.	1 space per 3 seats plus 10 spaces per take-out service station.
10)	Laundry or laundromat.	1 space per 250 square feet of gross floor area.
11)	Bowling alley, tennis or racquet ball court.	3 spaces per alley or court.
12)	Colleges, vocational and high schools.	2/5 of design or expected enrollment.
13)	Research facilities, and laboratories.	1 space per 250 square feet of gross floor area.

14)	Warehouses and outdoor storage yards.	1 space per 250 square feet of gross floor area.
15)	Mixed uses.	Sum of various uses computed separately.
16)	Manufacturing or industrial establishment	1 space per 250 square feet of gross floor area.
17)	Any use permitted by this Zoning By-Law not interpreted to be covered by this schedule.	Closest similar use as shall be determined by the Building Inspector.

In the event that the Building Inspector is unable to determine if a particular use relates to any use within the table of "Required Parking" (Section 5.1.2), the Planning Board shall recommend to the Building Inspector an appropriate number of spaces to be provided based on the maximum anticipated parking needs of potential occupants, users, guests, or employees of the property.

In the event any use in the Business and Industrial and Industrial Park Districts requires a special permit or is permitted by a variance, the Board of Appeals shall specify the number of off-street parking spaces required, which shall be consistent with the table of "Required Parking" (Section 5.1.2) where applicable."

The Moderator stated that Mr. John H. Cogswell would offer another main motion on behalf of the Planning Board which would be presented if the original main motion was voted in the negative.

Mr. Norman A. Homsy presented the proposal on behalf of the Planning Board. He stated that this proposal is a citizens' petition entered in the Warrant by the Planning Board. A committee was established to review and revise the petition.

Mr. Dexter H. Marsh, Jr. addressed this proposal on behalf of the committee. Mr. William Connaughton, head of the citizens' petition spoke in favor of this article.

Mr. H. Phillip Garrity, Jr., Chariman, Board of Selectmen, stated that the Board of Selectmen strongly and unanimously urges support of this proposal.

Mr. William R. Dermody moved the previous question and it was so voted by voice vote.

Mr. Cogswell's main motion was presented, but failed to pass by voice vote.

Mr. John H. Cogswell moved that the Town amend the Zoning By-Law as follows:

1) Amend Sub-section 5.1. by deleting that section and add the following:

5.1. Off-Street Parking Requirements

5.1.1. Applicabilty

5.1.1.1. General Provisions

Paved off-street parking spaces shall be provided for all uses and structures (excluding single and two family structures) as described in Section 5.1.2. in accordance with the provisions of this Section. No change of a structure or use from a use or uses as described in the categories of Section 5.1.2. to another such category that requires additional off-street parking shall be made unless in accordance with Section 5.1.2. for the entire use of structure.

5.1.1.2. Alterations and Additions

In the event a structure is altered with or without a change in use to increase the floor area by 100 square feet, off-street parking shall be provided in accordance with Section 5.1.2. for the total building floor area. This Section shall apply to the cumulative total of all additions from May 15, 1985.

5.1.1.3. Mixed Uses

No change or conversion of a use in a mixed use structure to a use which requires additional off-street parking shall be permitted unless off-street parking is provided in accordance with Section 5.1.2. for the entire structure or said change or conversion does not exceed 1000 square feet or 5 percent of the total building floor area, whichever is greater. This Section shall apply to the cumulative total of all additions from May 15, 1985.

5.1.1.4. Exception

If a structure is destroyed or damaged by fire or other accidental cause, its replacement or reconstruction, provided the use is the same category of use or a category of use requiring the same or fewer spaces as described in Section 5.1.2., shall not be required to provide any additional off-street parking which might be required under this Section if said reconstruction or replacement does not exceed the floor area of the original building.

5.1.1.5. Waiver

The Board of Appeals may grant a special permit to waive strict adherence to the requirements of Section 5.1.2. where it can be demonstrated by an applicant that a particular use or structure, owing to circumstances unique to the use of structure, does not warrant the number of parking spaces required by Section 5.1.2. In reviewing such a request the Board of Appeals shall consider the following:

a) The issuance of a special permit will not be detrimental to the Town or surrounding uses and is consistent with the intent of this By-Law;

b) The special permit shall define the conditions of the use or structure so as to preclude changes that would alter the unique circumstances contributing to the reduced parking need or demand;

c) Provisions to demonstrate the ability to provide for additional parking consistent with Section 5.1.2. may be required.

d) The granting of a special permit under this Section shall not exempt a structure or use from future compliance with the provisions of Section 5.1.2.

5.1.2. Required Parking

USE	NUMBER OF OFF-STREET PARKING SPACES
1) Theatre, gymnasium, auditorium or similar place of public assembly indoor or outdoor with seating facilities.	1 space per 3 seats of of total seating capacity.
2) Medical, dental and related health service office or clinics.	1 space per 200 square feet of floor area.
3) Hospital.	1 space for each two beds plus 1 space for each 2 employees on the largest shift, plus 1 space for each 3 seats in a place of public assembly (if available).
4) Nursing home or a residential care institution or facility.	1 space for every 2 beds plus 1 space for each 2 employees on the largest shift.
5) Boarding house, dormitory, fraternity.	1 space per rental or sleeping unit. Any bedroom or group of two beds in a single room constitutes a sleeping unit.
6) Retail or wholesale stores or services.	1 space per 300 square feet of floor area.
7) Offices, office buildings, and banks.	1 space per 300 square feet of floor area.
8) Hotel or motel.	1 space for each sleeping unit, plus 1 space for each 200 square feet of function or conference area, plus 1 space for each 3 employees on the largest shift.
9) Restaurant.	1 space per 3 seats plus 10 spaces per take-out service station.
10) Laundry or laundromat.	1 space per 300 square feet of floor area.
11) Bowling alley, tennis or racquet ball court.	4 spaces per alley or court.
12) Colleges, vocational and high schools, excluding boarding and office facilities which shall be computed separately in accordance with this section.	1/2 of design or expected enrollment.
13) Research facilities, laboratories and company offices not open to the public.	1 space per 300 square feet of floor area. Occupancy by a single tenant of more than 50,000 square feet floor area within its zoning district shall provide one space per 300 square feet floor area for the first 50,000 square feet and one space per 400 square feet of floor area for the floor area in excess of 50,000 square feet.
14) Warehouses, excluding retail and/or wholesale, on site sales and office space which shall be computed separately in accordance with this Section.	1 space per 850 square feet floor area or 1 space per every 2 warehouse employees on the largest shift, whichever is greater.
15) Automotive and truck service, and related repair, including body repair.	1 space for employees and guests per 250 square feet per 250 square feet of floor area.
16) Automobile and truck sales and lease.	1 space for employees and guests per 250 square feet of floor area.
17) Manufacturing or industrial establishment	1 space per 400 square feet of floor area or 1 per 2 employees on the largest shift, whichever is greater.
18) Mixed uses.	Sum of various uses computed separately.
19) Any use permitted by this Zoning By-Law not interpreted to be covered by this schedule.	Closest similar use as shall be determined by the Building Inspector.

In the event that the Building Inspector is unable to determine if a particular use relates to any use within the table of "Required Parking" (Section 5.1.2.), the Planning Board shall recommend to the Building Inspector a reasonable number of spaces to be provided based on the expected parking needs of occupants, users, guests, or employees of the proposed business.

For purposes of this Section, "floor area" shall mean the sum, in square feet, of all horizontal areas of all floors of a building or several buildings on the same lot measured from the exterior face of exterior walls of for office buildings from the center line of glass exterior windows or party wall separating two buildings.

5.1.3. Parking Plan and Design Requirements

All parking areas shall be shown on a plan indicating the layout of the parking area including access, location of trees and shrubs, and any proposed lighting, and provisions for surface drainage. Such plan shall be reviewed by the Town Engineer prior to the issuance of a building permit and shall conform to the following design requirements.

a) Parking Lot Illumination - All parking areas which are proposed to be illuminated shall provide an illumination level of at least one foot candle. All illumination shall be shielded so as not to shine directly onto a public or private way or onto any property in a residential district.

b) Loading Requirements - Adequate off-street loading facilities and space with unimpeded access shall be provided for all new construction and for all building additions greater than 100 square feet of net floor area. Facilities shall be so sized and arranged that no trucks shall be parked on a public way while loading, unloading, or waiting to do so.

c) Handicapped Parking - Parking spaces for the exclusive use of handicapped individuals shall be provided in accordance with the most recent rules and regulations of the Architectural Barriers Board, specifically Section 7 thereof.

d) Landscaping - For all parking lots requiring 10 or more spaces landscaped areas shall be provided. Such areas shall be at least 5% of the total area and shall include trees and shrubs. One tree shall be provided for every 10 spaces or fraction thereof. Such trees shall be located within the lot and shall be at least 2" trunk diameter, with not less than 40 square feet of unpaved soil or other permeable surface area per tree. Planting beds shall be at least 4 feet wide.

e) Driveway Openings - Ingress and egress shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. See Section 4.4.5. for Driveway Opening Regulations in Business Districts.

f) Compact Cars - Off-street parking areas may be designed to allow up to a maximum of 50% of the total number of parking spaces to be used by compact cars. Compact car spaces shall not be less than 8 feet by 16 feet.

g) Parking Space Size - Each parking space, except for the allowable percentage for compact cars, shall measure at least 9 feet in width and 20 feet in length.

h) Location - Off-street parking required by this section shall be located on either the same lot as the principal use or uses or on a lot within 300 feet which is under the same ownership.

i) Bicycle Racks - For parking areas of forty or more spaces, bicycle racks facilitating locking shall be provided to accommodate one bicycle per twenty parking spaces required or fraction thereof.

5.1.4 Off-Street Parking Requirements for Multi-Family Structures

On any lot upon which a multi-family structure (three or more dwelling units) is placed, built, or reconstructed, there shall be provided for each dwelling unit in all buildings on the lot not less than one and one-half (1-1/2), paved and readily accessible, off-street automobile parking spaces, covered or open, if the lot is in an Apartment District. In the event a multi-family structure is reserved for special occupancies such as the handicapped or elderly, the Board of Appeals may authorize a smaller number of spaces by Special Permit.

After a brief discussion, Mr. James M. Coleman moved the previous question and it was so voted by voice vote.

ACTION: Mr. Cogswell's main motion was presented and carried unanimously by voice vote.

ARTICLE 37

To see if the Town will vote to amend the Needham Zoning Map by changing the zoning district designation from Single Residence B, to Apartment District A-2 under Section 4.3 of the Zoning By-laws of the Town of Needham permitting 8 units per acre, the following described property:

"A certain parcel of land in Needham, Norfolk County, Massachusetts, bounded and described as follows:

Beginning on the Easterly sideline of Central Avenue at a bound on the Northeasterly end of a curve of radius 524.18 feet;

Thence by Central Avenue N 23° 50'28" E a distance of 201.86 feet,
Thence S 56° 16'01" E a distance of 586.75 feet,
Thence N 39° 21'31" E a distance of 70.28 feet,
Thence N 48° 43'33" E a distance of 194.32 feet,
Thence S 28° 23'04" E a distance of 643.72 feet,
Thence S 62° 52'30" W a distance of 340.66 feet,
Thence S 63° 24'00" W a distance of 66.42 feet,
Thence N 82° 52'07" W a distance of 219.13 feet,
Thence N 81° 26'03" W a distance of 171.14 feet,
Thence S 24° 00'53" E a distance of 79.00 feet,
Thence S 85° 18'48" W a distance of 302.75 feet, to the Easterly sideline of Central Avenue,
Thence by Central Avenue N 10° 33'32" W a distance of 454.03 feet,

Thence by a curve of radius 524.18 feet, a distance of 314.71 feet to the point of beginning.
Contains some 669659 square feet (15.373 acres).";

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning Map by changing the zoning district designation from Single Residence B, to Apartment District A-2 under Section 4.3 of the Zoning By-laws of the Town of Needham permitting 8 units per acre, the following described property:

"A certain parcel of land in Needham, Norfolk County, Massachusetts, bounded and described as follows:

Beginning on the Easterly sideline of Central Avenue at a bound on the Northeasterly end of a curve of radius 524.18 feet;
Thence by Central Avenue N 23° 50'28" E a distance of 201.86 feet,
Thence S 56° 16'01" E a distance of 586.75 feet,
Thence N 39° 21'31" E a distance of 70.28 feet,
Thence N 48° 43'33" E a distance of 194.32 feet,
Thence S 28° 23'04" E a distance of 643.72 feet,
Thence S 62° 52'30" W a distance of 340.66 feet,
Thence S 63° 24'00" W a distance of 66.42 feet,
Thence N 82° 52'07" W a distance of 219.13 feet,
Thence N 81° 26'03" W a distance of 171.14 feet,
Thence S 24° 00'53" E a distance of 79.00 feet,
Thence S 85° 18'48" W a distance of 302.75 feet, to the Easterly sideline of Central Avenue,
Thence by Central Avenue N 10° 33'32" W a distance of 454.03 feet,
Thence by a curve of radius 524.18 feet, a distance of 314.71 feet to the point of beginning.
Contains some 669659 square feet (15.373 acres).".

Mr. Benedict Horowitz, Attorney for the petitioners, requested that this Article be withdrawn.

Mr. James Hugh Powers moved to withdraw Article 37.

Mr. Peter B. Johnson spoke against the motion to withdraw this article. He stated that he did not wish to have a Special Town Meeting called for the purpose of discussing this Article.

Upon request from Mr. James Hugh Powers, Mr. Richard Skarinka addressed this article on behalf of the Planning Board. He stated that this proposal is in opposition to the Master Plan.

Abutters Herman Brown and Joseph Carroll spoke in opposition to this proposal. Also speaking in opposition were Mr. Peter W. Carre, Town Meeting Member, and Mrs. Sally B. Davis, on behalf of the Board of Selectmen.

Mr. Robert Todd Pratt moved the previous question as to the motion to withdraw and the main motion and it was so voted unanimously.

Unanimous consent was not given to withdraw this motion.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. Mrs. Eleanor Nutile was sworn in as teller by the Moderator. The motion was again presented, but failed to pass by the required two-thirds vote. The hand count was Yes 0 - No 199.

ARTICLE 38

To see if the Town will appropriate the sum of $32,500.00 to refurbish the existing lighting system at Claxton Field located on Central Avenue; said sum to be expended by the Parks and Recreation Commission; said sum to be supervised by the Parks and Recreation and the Park Division of the Department of Public Works; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $32,500.00 to refurbish the existing lighting system at Claxton Field located on Central Avenue; said sum to be expended by the Parks and Recreation Commission; said sum to be supervised by the Parks and Recreation and the Park Division of the Department of Public Works and raised from the current tax levy

Mr. Barry Little-Gill presented this proposal on behalf of the Parks and Recreation Commission.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 39

To see if the Town will vote to amend Section 5.3.2 Permanent Freestanding Signs of Article XIX of the Town's General By-laws, the Needham Sign By-laws, as follows:

Delete the wording of Section 5.3.2 which reads:

5.3.2 Permanent Freestanding Signs: Signs (other than temporary signs) wholly separated from the ground, not attached to a building, are permitted as follows:
(a) Number: one for each street the premises abut.
(b) Area: not more than sixty square feet each if oriented for visibility from Route 128 (I-95) and not more than thirty square feet in other cases, except that the Sign Committee may, after a public hearing, authorize a freestanding sign having up to twice the sign area otherwise allowed.
(c) Location: not within a required side or rear yard or within fifteen feet of a street line, or extending more than twenty feet above adjoining ground level.
(d) Visibility: Every freestanding sign placed within thirty feet of the curb line of intersecting streets and driveways shall have an open space of at least eight feet from the ground to the base of the sign.

and replace it with the following:

5.3.2 "Permanent Free Standing Signs are not allowed";

or take any other action relative thereto.

MOVED: That the Town amend Section 5.3.2 Permanent Freestanding Signs of Article XIX of the Town's General By-Laws, the Needham Sign By-Laws, as follows:

Delete the wording of Section 5.3.2 which reads:

5.3.2 Permanent Freestanding Signs: Signs (other than temporary signs) wholly separated from the ground, not attached to a building, are permitted as follows:
(a) Number: one for each street the premises abut.

(b) Area: not more than sixty square feet each if oriented for visibility from Route 128 (I-95) and not more than thirty square feet in other cases, except that the Sign Committee may, after a public hearing, authorize a freestanding sign having up to twice the sign area otherwise allowed.
(c) Location: not within a required side or rear yard or within fifteen feet of a street line, or extending more than twenty feet above adjoining ground level.
(d) Visibility: Every freestanding sign placed within thirty feet of the curb line of intersecting streets and driveways shall have an open space of at least eight feet from the ground to the base of the sign.

and replace it with the following:

5.3.2 "Permanent Free Standing Signs are not allowed.".

Mrs. Maureen T. McCaffrey presented this proposal on behalf of the Needham Sign By-Law Committee.

Mr. William Connaughton spoke in opposition to this proposal.

After a brief discussion, Mr. James M. Coleman moved the previous question and it was so voted by the required two-thirds vote.

ACTION: The main motion was presened, but failed to pass by voice vote.

ARTICLE 40
To see if the Town will vote to raise and appropriate a sum of money for the purchase or lease of new equipment for various departments; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town approve the purchase or lease of new equipment for various departments as follows:

1. A lease with an option to purchase a telephone system, entered into between the Trustees of Glover Memorial Hospital and Ericsson Information System, Inc. on March 1, 1985, a period of seven (7) years, subject to annual appropriation, and to authorize the sum of $12,415.00 for said agreement during the fiscal 1985.

2. A lease with an option to purchase a photocopy machine for Town Hall, to be entered into between the Town of Needham and A. Copy, Inc., for a period of five (5) years, and to authorize the sum of $5,659.00 for said agreement during fiscal 1986.

3. A lease purchase agreement with maintenance for the following equipment for the Department of Public Works, to be entered into between the Town of Needham and Munilease Corp., for the periods indicated as follows, and authorize the sum of $53,800.00 for said agreement during fiscal year 1986;
   - 3 sedan motor vehicles (5 years)
   - 1 station wagon motor vehicle (5 years)
   - 2 tractors (6 years)
   - 3 dump trucks (6 years)
   - 1 front end loader (6 years).

Mr. Norman P. Jacques presented this proposal on behalf of the Board of Selectmen.

After a brief discussion, Mr. John F. Milligan moved the previous question and it was so voted unanimously.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 41 was adopted unanimously on May 6, 1985.

ARTICLE 42 was postponed indefinitely on May 20, 1985.

ARTICLE 43 was withdrawn on May 20, 1985.

ARTICLE 44
To see if the Town will vote to continue the Human Services Committee initially established by vote of the Town under Article 5 of the May 18, 1983 Special Town Meeting; and last continued by vote under Article 39 of the 1984 Annual Town Meeting; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Human Services Committee initially established by vote of the Town under Article 5 of the May 18, 1983 Special Town Meeting; and last continued by vote under Article 39 of the 1984 Annual Town Meeting; said Committee to report to the next Annual Town Meeting or sooner.

Mr. Robert D. Hall, Jr. moved to amend the main motion by adding after the words "1984 Annual Town Meeting;" the words "to add one additional member to be appointed to the Committee by the Trustees of the Needham Free Public Library;".

Mr. Hall's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town continue the Human Services Committee initially established by vote of the Town under Article 5 of the May 18, 1983 Special Town Meeting; and last continued by vote under Article 39 of the 1984 Annual Town Meeting; to add one additional member to be appointed to the Committee by the Trustees of the Needham Free Public Library; said Committee to report to the next Annual Town Meeting or sooner.

ARTICLE 45
To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 42 of the 1984 Annual Town Meeting; direct and authorize said Committee to continue its work--studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 42 of the 1984 Annual Town Meeting; direct and authorize said Committee to continue its work--studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 46

To see if the Town will vote to continue to the next Annual Town Meeting the Track Study Committee established under Article 33 of the 1982 Annual Town Meeting; and last continued under Article 31 of the 1984 Annual Town Meeting; said Committee to report its doings and recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue to the next Annual Town Meeting the Track Study Committee established under Article 33 of the 1982 Annual Town Meeting; and last continued under Article 31 of the 1984 Annual Town Meeting; said Committee to report its doings and recommendations to the next Annual Town Meeting or sooner.

Mr. Ronald R. DesRoches moved to amend the main motion by adding the following paragraph:

"In continuing its work, the Track Study Committee shall consider the use of the Nike Site as a track facility to be operated and maintained by the School Department.".

Mrs. Marcia M. Carleton addressed this proposal on behalf of the Board of Selectmen.

Mrs. Elizabeth E. Anderson stated that the Conservation Commission is opposed to the consideration of the Nike Site as a track facility since that land abuts the Ridge Hill Reservation.

Mr. James Maloney, Chairman, Track Study Committee, addressed this proposal and presented a brief review of the Committee's activities during the year.

Mr. DesRoches' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town continue to the next Annual Town Meeting the Track Study Committee established under Article 33 of the 1982 Annual Town Meeting; and last continued under Article 31 of the 1984 Annual Town Meeting; said Committee to report its doings and recommendations to the next Annual Town Meeting or sooner.

In continuing its work, the Track Study Committee shall consider the use of the Nike Site as a track facility to be operated and maintained by the School Department.

ARTICLE 47 was adopted unanimously on May 6, 1985.

ARTICLE 48

To see if the Town will vote to transfer a sum from the Free Cash Certified Account to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1986; or take any other action relative thereto.

MOVED: That the Town transfer $2,770,975. from the Free Cash Certified Account to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1986.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 49

To see if the Town will vote to establish a Stabilization Fund as authorized by Massachusetts General Laws, Chapter 40, Section 5B; or take any other action relative thereto.

MOVED: That the Town establish a Stabilization Fund as authorized by Massachusetts General Laws, Chapter 40, Section 5B, and to appropriate $168,200. to said fund; said sum to be raised from the current tax levy.

Mr. Charles E. Downe, Chairman, presented this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried by voice vote.

At this point Mr. Francis G. Denneen announced that Town Meeting Member Florence S. Grinspoon was quite ill and asked all to join him in wishing her a speedy recovery. Mr. Denneen congratulated the Moderator on 24 years of fair service to the Town. The Moderator called Mr. Denneen "The Dean of Town Meeting" since he has the longest record of service as Town Meeting Member.

ARTICLE 50

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

MOVED: Under Article 50 by Mr. Warner B. Hartford, that under Non-Contributory Retirement, Line Item No. 57, Past Service Liability in the Operating Budget for Fiscal 1986, as found in Article 11, be amended under Recommended Appropriation FY86 from "$395,000" to "$0".

ACTION: Said motion was presented and carried unanimously by voice vote.

MOVED: Under Article 50 by Mrs. Marcia M. Carleton, the following Resolution:

WHEREAS, the Needham High School Girls Soccer Team supported their School and their organization with hard work, team play and good sportsmanship, and

WHEREAS, that winning combination of people and team spirit brought to Needham High School the Bay State Championship, and

WHEREAS, the Bay State Champions and their outstanding Coach Jackson Foster continued their winning ways by capturing the Eastern Massachusetts Championship, and

WHEREAS, the Eastern Massachusetts Champions brought final glory to themselves, their Coach, their School and their Town by being crowned Division I State Champions, and

BE IT RESOLVED that today, November 30, 1984 be declared Girls Soccer Team Day in the Town of Needham, that

BE IT FURTHER RESOLVED that a copy of this resolution be spread on the records of the Needham Board of Selectmen and be presented for adoption at the May 1985 Annual Town Meeting.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 50 by Mr. H. Phillip Garrity, Jr., the following Resolution:

That it is the sense of this Town Meeting to remark on the long and faithful service of William A. Cross to the Town and to this beloved nation. Mr.Cross had served as Town Counsel for more than twenty years when he retired recently. He was also the first to hold the position of Executive Secretary to the Board of Selectmen. Having come to Needham subsequent to his service in the U.S. Army during World War II, Mr. Cross soon became a prominent member of the local legal community. His service always exemplified the highest standards of professional competence and devotion to the best interests of the Town and its citizens. His legal opinions formed the basis for many governmental actions and those opinions were always well founded in the law but were tempered by eminently good common sense and rendered with a view toward fairness and justice. Mr. Cross is an able lawyer but he is much more than that - patriot, citizen and friend of the Town of Needham. We thank him for past service and wish him well in future years.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

At 11:15 P.M., Mr. H. Phillip Garrity, Jr. moved that the Annual Town Meeting be dissolved in memory of Mrs. Julia Booth Twigg and it was so unanimously voted.

Theodora K. Bertolet
Town Clerk

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